DOCUMENT RESUME

ED 201 757 CE 028 664

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TITLE Annotated Bibliography: Job Creation and Vocational Education.
INSTITUTION Illinois Univ., Urbana. Dept. of Vocational and Technical Education.
SPONS AGENCY Illinois State Office of Education, Springfield. Div. of Adult Vocational and Technical Education.
PUB DATE Jul 80
NOTE 139p.; For related documents see ED 189 460 and ED 195 708.

EDRS PRICE MF01/PC06 Plus Postage.
DESCRIPTORS Adolescents; Annotated Bibliographies; Career Education; Cooperative Education; *Economic Development; Economic Factors; Employment Opportunities; *Human Resources; *Job Development; *Labor Force Development; Policy; School Business Relationship; Statistical Studies; *Vocational Education; Young Adults; Youth Employment
IDENTIFIERS Illinois; *Manpower Policy

ABSTRACT

This bibliography contains annotations of over 150 publications dealing with job creation and economic development. Focus is on recent publications, but some from the past 15 years are included to show the evolution of the job creation process. Materials are organized within the following nine major sections: (1) Human Resource Development, (2) Statistical Information, (3) Vocational and Career Information, (4) Public/Private Involvement, (5) Work-Related Projects, (6) Economic Factors, (7) Illinois Manpower Information, (8) National Manpower Policies, and (9) International Manpower Policies. References, listed alphabetically by author, are presented in a format containing any or all of the following information: author(s)/editor(s), organization or agency, title place and date of publication, number of pages, annotation, and table of contents. An appendix lists addresses of book publishers and research organizations. (YLB)

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ED201757

Annotated Bibliography: Job Creation and Vocational Education

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Job Creation Project

Program of Research on
Employment and Training

Office of
Vocational Education Research

Department of Vocational and
Technical Education

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University of Illinois
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Sponsored by:

Illinois State Board of Education
Department of Adult, Vocational
and Technical Education
Research and Development Section
Springfield, Illinois

CE 028 664

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NATIONAL INSTITUTE OF EDUCATION

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July 1980

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OVERVIEW

Vocational education in Illinois plays an important role in preparing young people and adults with skills that are needed for work. Persons having vocational skills are more employable and more productive than persons without these skills, and when employers seek applicants having vocational preparation, the demand for such vocational programs increases. The lack of employment opportunities, disenchantment with formal educational programs, and a high rate of unemployment among young people and other targeted groups highlight the need for increased vocational education programs which result in gainful employment.

Job creation may be defined as planned change to increase work opportunities. In the private sector, job creation is the result of business expansion and the initiation of new businesses, especially small firms.

Vocational educators can help to increase employment opportunities by cooperating with state and local government agencies, employer groups, and other local organizations which are concerned with business, economic, and community development. These groups include (but are not limited to): chambers of commerce, private industry councils, economic development corporations, the Illinois Department of Commerce and Community Affairs, and the Illinois State Board of Education. Vocational educators must be more involved in strengthening linkages with other organizations to improve job creation opportunities in local communities.

The materials described in this publication may be useful to researchers, economic development specialists, educators and other persons interested in job creation and economic development. For each of

the publications listed, there is a brief annotation which will be helpful to the reader in determining the specific value of the material. There was an attempt to focus on recent publications, but some publications from the past 15 years have been included to show the evolution of the job creation process. The most significant factor during this time has been the change of attitudes by government from promoting job creation in the public sector to its current emphasis of promoting job creation through private sector involvement.

Local economic development requires a strong educational system to provide young workers with skills, knowledge, and attitudes needed for employment. However, the responsibility for providing such occupational education and employment training is scattered among many federal, state and local agencies. National policies for education appear to be based on the assumption that there will be continued economic expansion and growth. National policies for economic development presume that there will be a continued supply of educated and trained workers. Very little has been done to coordinate education policies and economic development policies.

Information concerning job creation is not homogeneous but is found in the literature under a variety of headings. Therefore, it was necessary to divide this bibliography into the following nine major sections:

Section 1: Human Resource Development

Section 2: Statistical Information

Section 3: Vocational and Career Information

Section 4: Public/Private Involvement

Section 5: Work-Related Projects

Section 6: Economic Factors

Section 7: Illinois Manpower Information

Section 8: National Manpower Policies

Section 9: International Manpower Policies

Addresses of Publishers and Agencies

In some instances only a few references have been included concerning a specific topic. This is to give the reader a flavor for the types of materials that are related to a particular topic. Because job creation involves many areas such as career education, lifelong learning, and transition from education to work, a broad range of materials has been included in the annotated bibliography. Hopefully, this material will be useful to individuals who are concerned with the job creation process.

An addendum will be added to this annotated bibliography in June, 1981, to make the information as current and as useful as possible. Please contact the project director if you wish to receive the addendum.

SECTION 1:

Human Resource Development

Blau, Gary. HUMAN RESOURCE ACCOUNTING, VOL. VI. Scarsdale, New York: Work in America Institute, Inc., 1978. 55 p.

HUMAN RESOURCE ACCOUNTING is part of a six-volume series surveying work in the United States. Each volume is organized into three major sections: (1) a review of outstanding research, (2) abstracts of the literature, and (3) a bibliography of recommended reading for better understanding of the field. This volume focuses on the importance and methods of measuring the cost and value of personnel as part of an organization's resources.

Contents

PART ONE: REVIEW OF THE LITERATURE
1. Need to Account for Human Resources
2. Definition and Function of Human Resource Accounting
3. People as Assets
4. Methods of Measuring Human Resource Value
5. Methods of Measuring Human Resource Cost
6. Applications of HRA Systems
7. Implementation of HRA Systems
8. Managerial Uses of HRA Systems
9. Effects of Human Resource Accounting on Decisions
10. Future Directions of Human Resources Accounting
11. Conclusion

Bryant, Donald T., and Niehaus, Richard J., Eds. MANPOWER PLANNING AND ORGANIZATION DESIGN. New York: Plenum Press, 1978. 789 p.

This volume is the proceedings of the conference entitled "Manpower Planning and Organization Design" held in Stresa, Italy. The conference was sponsored by the NETO Scientific Affairs Division and organized jointly through the Special Programs Panels on Human Factors and on Systems Science.

The paper is organized into ten sections:

1. Organization Design and Career Management
2. Conversational Computer-Assisted Manpower Management
3. Organization Design in Workforce Planning
4. Descriptive Models of Organizations
5. Mathematical Methods for Manpower Systems
6. Planning for Equal Employment Opportunities
7. Economic and Demographic Implications of Manpower Planning
8. Practical Experiences With Manpower Planning Systems
9. Issues in Selection, Performance and Occupational Choice
10. Quantitative Methods and Studies for Manpower Planning

Articles of particular interest to vocational education and job creation include: "Organization Design in the Smaller Enterprise" by B. Barry; "Importance of Individual Differences in Invention and Design for Improving Quality of Working Life" by M. Boisbert and R. Theriault.

Casey, Florence M., Ed. WORK ATTITUDES AND WORK EXPERIENCE: THE IMPACT OF ATTITUDES ON BEHAVIOR, R & D Monograph 60. Washington, D.C.: USGPO, (#029-000-00336-0), 1979. 35 p.

This report represents an important step in research concerning worker motivation. This report established that individuals who felt they could influence their future through their own efforts later experienced greater success in the labor market than those who were less optimistic. Similiarly, the relationship between job dissatisfaction and turnover was clearly marked in each of the eight age-sex-race groups identified in this report. The evidence also indicated that dissatisfaction results in extensive costs borne by workers in terms of increased unemployment, decreased labor force participation, below-average growth in annual earnings, and a lower rate of promotion, and for women in particular, their degree of commitment to work, their attitudes toward the propriety of mothers' working, and their husbands' attitudes toward wives' to subsequent work experiences.

Contents

1. Introduction
2. Levels and Trends in Job Satisfaction
3. Internal-External Attitudes, Personal Initiative, and Subsequent Labor Market Experience
4. Job Satisfaction and Subsequent Labor Market Experience
5. Worker Preferences for Intrinsic and Extrinsic Work Rewards
6. Worker Attitudes and Labor Market Experience: Other Findings

Community Services Administration. INVESTING IN TOMORROW: PROGRESS AGAINST POVERTY. Washington, D.C.: USGPO, 1978. 75 p.

This annual report presents the activities of the Community Services Administration for Fiscal Year 1978. These activities include: (1) Community Action--helping local people set up programs to test their own solutions to local poverty problems; and (2) Community Economic Development--helping local people restore their communities and set up businesses to improve their economic base and create jobs.

Photographs compliment the reading.

Contents

1. Highlighting Fiscal Year 1978
2. Listening to the Poor
3. Providing Opportunities
4. Involving Others
5. Strengthening Management
6. Searching for Solutions

Council, John D. PROFITABLE PEOPLE PLANNING: A GUIDE TO EFFECTIVE HUMAN RESOURCE MANAGEMENT. Hicksville, NY: Exposition Press, 1978. 159 p.

This book is designed to help those involved with Manpower Planning and Control Programs (MPC). The council states that "human resources are the only resource that can appreciate with use. It is written in simple, easy-to-read language, cleverly illustrated and includes a bibliography for more extensive reading.

Contents

1. Gaining Management Acceptance for the Program
2. Finding Out What MPC Can Do for Your Organization
3. Getting to Know Your Organization
4. Finding Out Where You Are -- Now.
5. Fearless Forecasting.
6. Recognizing Signs in Your Crystal Ball
7. Developing Your Next Best Option (after Punt)
8. Outlining Your Program
9. Pushing the "Go" Button on MPC
10. Getting the Results You Want

Donaldson, Les, and Scannell, Edward E. HUMAN RESOURCE DEVELOPMENT: THE NEW TRAINER'S GUIDE. Reading, Massachusetts: Addison-Wesley Publising Co., 1978. 151 p.

The objective of the book is to guide both the new and the senior trainer to increased effectiveness and more productive training sessions. This clearly written book is a good starting point for the trainer. Additional reading would be needed in most areas. No bibliography has been included.

Contents

1. So You're Going to Be A Trainer
2. Designing Effective Training
3. Determining Training Needs
4. Instructional Objectives
5. Communication
6. Principles of Learning
7. Motivation
8. Methods of Instruction
9. Audiovisuals in Training
10. How to Plan A Meeting
11. How to Conduct A Meeting
12. Evaluation
13. The All-Star Trainer

Franklin, Jerome L. HUMAN RESOURCE DEVELOPMENT IN THE ORGANIZATION. Detroit: Gale Research Company, 1978. 175 p.

This is a comprehensive annotated bibliography of books, articles, and monographs in the field of human resources development. Addresses of periodicals and publishers are included in the appendices.

Contents

1. Organization Development: Background and Overview
2. Development Strategies and Techniques
3. Case Studies

Frank, H. Eric. HUMAN RESOURCE DEVELOPMENT: THE EUROPEAN APPROACH. Houston, Texas: Gulf Publishing Company, 1974. 248 p.

This book is part of a series supported by the American Society for Training and Development. It is the first book of the series concerning Human Resource Development (HRD) outside of the U.S.

Contents

1. Defining Human Resource Development
2. The European Scene
3. Basic Education in Europe
4. Higher and Further Education
5. European Manpower Policies
6. Employment in Europe
7. Encouraging Human Resource Development
8. Developing The Young Worker
9. Training and Education of Adults
10. Supervisory and Management Programmes
11. Employee Development Within the Organization
12. HRD Personnel in Europe
13. The Future

Gellerman, Saul W. THE MANAGEMENT OF HUMAN RESOURCES. Hinsdale, IL: Dryden Press, 1976. 220 p.

Designed as a textbook for management students. A very positive mood prevails in the book as the author feels that most people have the ability to be good managers if they are exposed to good management. A number of case studies are used in the book to emphasize the need for good management, both to increase productivity as well as job satisfaction.

Contents

1. Individuals and Organizations
2. Motivation
3. Supervisors and Productivity
4. Communication
5. Promotion
6. Development
7. Absenteeism and Turnover
8. Grievances
9. Performance Appraisal
10. Morale

Miller, Ernest C., Ed. THE HUMAN RESOURCES FUNCTION: ITS EMERGENCE AND CHARACTER. New York: AMACOM, 1977, 1978. 85 p.

This is a selection of articles taken from AMACOM's periodicals Personnel and Comprehensive Reviw. Each article is written as an edited transcript of conferences held to discuss issues concerning the human resource function in business. Notes provide background information on the participants in the conference discussions.

Contents

1. Selection and Performance Criteria for a Chief Human Resources Executive: A Presidential Perspective
2. The Human Resources Executive and Corporate Planning
3. Is Organization Development Catching On?
4. Who Is Respondible for Employee Career Planning?
5. Working with the Board on Management Compensation
6. Board Compensation Committees at Work
7. Organizing and Staffing the Human Resource Function
8. The Specifications for a Top Human Rescurces Officer

Peterson, Richard B., and Tracy, Lane. SYSTEMATIC MANAGEMENT OF HUMAN RESOURCES. Reading, Massachusetts: Addison-Wesley Publishing Co., 1979. 451 p.

The authors indicate that many personnel techniques fail because they are inappropriate to the way a specific firm operates. Each chapter has discussion questions and most chapters include a case study. Additional reading lists have been included in various places.

Contents

1. The Current Scene in Human Resource Management
2. Framework for Viewing Human Resource Management
3. Motivation and Supervision
4. Technology and Job Design
5. Employee-Intake Functions
6. Employee-Intake Problems and Systems
7. Compensation Functions
8. Compensation Problems and Systems
9. Career-Progression Functions
10. Career-Progression Problems and Systems
11. Labor Relations Policy and Climate
12. The Negotiation Process
13. The Contract-Administration Process
14. Validation of the Human Resource System
15. Integrating Human Resource Systems
16. Human Resource Management in an International Perspective
17. Assessment and Future Directions for Human Resource Management

Ronco, William C. JOBS: HOW PEOPLE CREATE THEIR OWN. Boston: Beacon Press, 1977. 228 p.

This book is for those people who have difficulty fitting into a traditional work place. A number of case studies are used to illustrate the possibilities of developing alternative work styles and the difficulties to be overcome.

Contents

1. The Kind of Work We Want to Do
2. Attention to Detail
3. A New Slant to Old Professions
4. Minding Their Business
5. Concluding Comments: On Organizational Learning

Shaeffer, Ruth Gilbert. MONITORING THE HUMAN RESOURCE SYSTEM. New York: The Conference Board, Inc., 1977. 41 p.

The conference "Changing imperatives in Managing Human Resources," was the basis for this report. The panelists stressed the importance of monitoring large-scale human resources in order to effectively utilize personnel and meet legal requirements.

Contents

PART ONE: MONITORING THE HUMAN RESOURCE SYSTEM: AN ANALYSIS

PART TWO: PANELISTS' COMMENTS ON SPECIFIC TOPICS

1. Comparing Staffing Patterns
2. Analyzing and Modeling Human Resource Flows
3. Controlling our Human Resource Systems
4. Managing the Development of Human Resources

Stockard, James G. CAREER DEVELOPMENT AND JOB TRAINING: A MANAGERS HANDBOOK. New York: AMACOM, 1977. 434 p.

This book is written for the practitioner. The author calls for a national commitment to adopt career development programs to maximize the potential of every individual in our society. Two of the appendices include interesting and useful observations of federal government as employer and how to get a federal job.

Contents

PART I: Sorting Out the Needs

1. People Development - An Acute National Problem
2. Assessing Organization Development Needs
3. Identifying Target Audiences and Individual Training Needs

PART II: Planning and Developing Solutions

4. Structuring the Development Program
5. Evaluating Sources of Help
6. Marshalling Resources
7. Finding People Developers
8. Designing the Learning Environment
9. Engineering Delivery Systems
10. Selecting Training and Development Methods
11. Producing Curriculum Materials
12. Assembling and Controlling Training Aids

Part III: Delivering New Knowledge and Skill

13. Organizing and Conducting a Program
14. Developing the Art of Supervision
15. Design for Accepted Growth and Development
16. Choice Strategies for Dealing with Target Audiences
17. Instructing Large and Scattered Target Audiences
18. Developing Developers and the State of the Art

Part IV: Examining Results and Determining Future Course of Action

19. Measuring Results
20. Following Through
21. Establishing a Training Center or Institute

Appendix I, The Federal Establishment and Its People Problems
Appendix II, Some Guideposts for Federal Service Career Seekers
Appendix III, The Trainer's Guide

SECTION 2:

Statistical Information

Borus, Michael E. MEASURING THE IMPACT OF EMPLOYMENT-RELATED SOCIAL PROGRAMS. Kalamazoo, Michigan: W. E. Upjohn Institute for Employment Research, 1979. 139 p.

This book presents an approach and methodology for the systematic measurement of the impact of employment-related social programs. The primary emphasis is on basic techniques of evaluation, with reference to numerous theoretical and conceptual issues. This guide should add significantly to the literature on program evaluation and is intended to assist those who conduct impact evaluations as well as program planners and administrators who must make decisions based on such evaluations. Each chapter concludes with one or two exercises for the reader to apply the techniques presented in the the chapter.

Contents

1. Introduction
2. The Impacts of Social Programs
3. Evaluation Design
4. The Costs of Social Programs
5. Combining the Measures of Program Impact and Cost

Center for Human Resource Research. THE NATIONAL LONGITUDINAL SURVEYS HANDBOOK. Prepared by the Center for Human Resource Research, College of Administrative Science, The Ohio State University, Revised: January 1979, Original Edition, 1973. 104 p.

In January 1979, the Center for Human Resource Research reported that their largest current project was the National Longitudinal Surveys of Labor Force Behavior (NLS). The NLS project involves repeated interviews over a 15-year period with four groups of the United States population; older men, middle-aged women, and young men and women. The data are collected for 20,000 individuals by the U. S. Bureau of the Census, and the Center is responsible for data analysis. Beginning in 1979, an additional cohort of 12,000 young men and women between the ages of 14 and 21 will be studied on an annual basis for the next five years.

This Handbook, a revision of the original edition (1973), is designed as a comprehensive guide to the NLS data. Persons who wish to ascertain whether their research interests can be served by the NLS data will find useful the detailed description of the objectives of the surveys, the samples covered, and the types of information collected. For researchers who acquire the data files, the volume performs the additional functions of describing the layout of the computer tapes, explaining the documents, and presenting a number of caveats relating to the use of the data.

Contents

1. Structure and Development of the NLS Research Project
2. Sampling, Interviewing and Estimating Procedures
3. Description of the NLS Data
4. The Public-Use Tapes and the NLS Clearing House
5. Characteristics of NLS Data Files
6. Documentation

Dearman, Nancy B., and Plisko, Valena White. THE CONDITION OF EDUCATION: 1979 EDITION. Statistical Report for the National Center for Education Statistics, Washington, D. C.: USGPO, 017-080-02008-4, 1979. 284 p.

This publication is the fifth annual report prepared by the National Center for Education Statistics. Part One is a general overview of the conditions in education and social conditions which have an affect on education. Part Two presents topics which have been selected for closer analysis and includes a report of the Center's activities during 1979 and 1980. The Cumulative Index includes information for 1976, 1977, 1978 reports, as well as 1979.

Data to support each chapter is presented at the end of the chapter in chartbook form. "Each entry on a topic consists of a table and a chart, which are presented together. The data highlighted in the chart, and briefly described in a statement accompanying the chart, are extracted from the facing table."

Contents

PART ONE: AN OVERVIEW OF EDUCATION

1. The Social Context of Education
2. Elementary and Secondary Eduction
3. Postsecondary Education

PART TWO: SELECTED TOPICS IN EDUCATION

4. Financing Public Elementary and Secondary Education
5. Outcomes of Education
6. The Status of Minorities and Women in Higher Education

PART THREE: APPENDIX

PART FOUR: CUMULATIVE INDEX

Golladay, Mary A., and Noell, Jay (Eds.) THE CONDITION OF EDUCATION: 1978 EDITION. A Statistical Report for the National Center for Education Statistics, Washington, D. C.: USGPO, #017-080-01822-5, 1978. 315 p.

This publication is the fourth annual report prepared by the National Center for Education Statistics. Part One is a general overview of the conditions of education and social conditions which have an effect on education. Part Two presents topics which have been selected for closer analysis and includes a report of the Center's activities for fiscal years 1978 and 1979. The Cumulative Index includes information from 1975, 1976, and 1977 reports, as well as 1978.

Data for each chapter is presented at the end of the chapter in chartbook form. "Each entry on a topic consists of a table and a chart, which are presented together. The data is highlighted in the chart, and briefly described in a statement accompanying the chart."

Contents

PART ONE: AN OVERVIEW OF EDUCATION

1. A Context for Examining the Condition of Education
2. Elementary and Secondary Education
3. Postsecondary Education

PART TWO: SELECTED TOPICS IN EDUCATION

4. Education Personnel
5. Financing Higher Education
6. Youth Education and Labor Force Participation in Comparative Perspective

PART THREE: APPENDIX

PART FOUR: CUMULATIVE INDEX

Illinois Department of Labor. OCCUPATIONAL OUTLOOK INFORMATION REPORT, STATE OF ILLINOIS, 1974-1985. Chicago, Illinois: Publications and Project Development Section, Illinois Department of Labor, December 1978. 365 p.

This publication presents projections of occupational requirements through the mid-1980's based on extensive studies of economic growth, technological change, and industrial and occupational trends. The report was developed to provide occupational information on a State and area basis for job-seekers, manpower planners, and other agencies and individuals concerned with labor demand and supply developments. Information is presented for the State of Illinois, and its nine Standard Metropolitan Statistical Areas (SMSA's) of 50,000 population or more.

Each of the nine SMSA sections includes a description of the area and a written summary of the employment outlook by major occupational category. Each section also includes a map of the area and four tables: (1) Employment and Average Job Openings by Major Occupational Category, 1974-1985; (2) Total Employment by Industry, 1970-1985; (3) Total Employment by Occupation, 1970-1985; (4) Average Annual Job Openings Due to Growth and Separations by Occupation, 1970-1985.

Contents

1. Illinois-Statewide

STANDARD METROPOLITAN STATISTICAL AREAS

2. Bloomington-Normal
3. Champaign-Urbana-Rantoul
4. Chicago
5. Davenport-Rock Island-Moline
6. Decatur
7. Kankakee
8. Peoria
9. Rockford
10. Springfield

Mushkin, Selma J., and Jung, Ann M. INDICATORS OF YOUTH UNEMPLOYMENT AND EDUCATION IN INDUSTRIALIZED NATIONS. National Center for Education Statistics, Washington, D. C.: USGPO, 1978. 181 p.

This report was prepared to determine what statistics need to be made available concerning youth unemployment and education. Data was collected from organizations in the United States and abroad. Each chapter gives a brief summary of the findings followed by tables and charts to support the findings.

Contents

1. Introduction
2. Intercountry Data
3. Youth Unemployment: A Growing Concern for Education
4. Employment of Youths: Who Hires Persons
5. More Education for More Young Persons
6. Increased Options in Education
7. Toward Greater Equality in Education
8. Disincentives to Employers in Bridging the Transition From School to Work
9. Social Costs Related to Education and Youth Unemployment

National Commission on Employment and Unemployment Statistics. COUNTING THE LABOR FORCE. Washington, D. C.: USGPO #052-003-00695-2, 1979. 312 p.

The National Commission on Employment and Unemployment Statistics was established by Congress to "study the meaning of our labor force data system and to make whatever recommendations may be necessary to improve the system's accuracy and relevance to current conditions." This report is the result of the Commission's 14-month study and contains about 100 recommendations for counting the labor force. Sar Levitan, Commission Chairman, states: "This report pinpoints where enrichment and upgrading can be achieved at reasonable cost." Numerous charts, tables and illustrations are included within the report.

Contents

PART ONE: SUMMARY

1. Summary, Recommendations and Costs

PART TWO: CONCEPTS AND DATA NEEDS

2. Historical Development and the Current System
3. Appraising the Present System
4. Defining the Labor Force
5. Linking Employment Status with Earnings and Income
6. Adding Labor Force Information
7. More Specialized Information Needs

PART THREE: COLLECTION AND PROCESSING

8. Current Population Survey
9. Nonagricultural Establishment Survey
10. Agricultural Establishment Survey
11. Unemployment Insurance Claimant Statistics
12. Comparing Data from Different Sources
13. Longitudinal Data
14. Seasonal Adjustment

PART FOUR: STATE AND LOCAL STATISTICS

15. Producing State and Local Labor Force Statistics
16. Improving State and Local Labor Force Statistics

PART FIVE: ADMINISTRATION AND PRESENTATION

17. Administration and Presentation

SECTION 3:

Vocational and Career Education

Antonellis, Gerard P., and James, George B. CROSS DISCIPLINE PLANNING. Salt Lake City, Utah: Olympus, 1973. 68 p.

This booklet was designed for inservice training of teachers and administrators to help achieve integrated approaches to teaching career education by a total faculty. This integration may provide a more effective means of teaching students about work.

Contents

1. Cross Discipline Planning: A Definition
2. Preparation and Conditioning
3. The Administrative Challenge
4. The Pivot Discipline
5. The Planning Meeting
6. Guidance as a Pivot Discipline

Bailey, Larry J., and Stadt, Ronald W. CAREER EDUCATION: NEW APPROACHES TO HUMAN DEVELOPMENT. Bloomington, Illinois: McKnight Publishing Company, 1973. 430 p.

This book was written in support of implementing career education in the schools as a positive step toward meeting the developmental needs of all students. It presents information concerning the past, present and future of career education. Each chapter includes a bibliography and all but four chapters provide a summary.

Contents

PART ONE: THE CLIMATE FOR CHANGE

1. Criticism and Crisis in Education
2. Excellence, Relevance and Accountability

PART TWO: CAREER DEVELOPMENT THEORY AND RESEARCH

3. Theories of Career Development and Occupational Choice
4. Factors Affecting Career Development
5. Career Development Needs of Special Groups: Women and Culturally Disadvantaged

PART THREE: THE EVOLUTION OF CAREER EDUCATION

6. Historical Perspectives: Vocational Education to 1962
7. Foundations of Vocational Education
8. The Emergence of Career Education
9. The Function and Place of Career Education

PART FOUR: PLANNING FOR CAREER EDUCATION

10. Fundamentals of Curriculum Development
11. A Developmental Curriculum Model for Career Education
12. Implementing Change in Education

Bridgeford, Nancy, Clark, Marilyn, McClure, Larry. DIRECTION IN CAREER EDUCATION: QUESTIONS PEOPLE ASK ABOUT EDUCATION AND WORK. Washington, D.C.: The National Institute of Education, November 1977. 288 p.

The first part of this career education resource book (written especially for educational program planners and implementers) is written in a question-answer format. There are two major groups of questions: "Where Are We Heading?" and "How Will We Get There?" The answers are taken from NIE projects completed since FY 1972. Summaries of the 83 projects are presented alphabetically in the second portion of this guide.

Contents

1. Why the Emphasis on Career Education?
2. Who is Career Education For?
3. How Do We Make Sure Career Education is Sex and Race Fair?
4. What Should Schools Teach About the World of Work?
5. What Do We as Educators Need to Know About the World of Work?
6. What About Hands-On Learning in Career Education?
7. What About Career Decision Making and Guidance in Career Education?
8. Is the Role of Colleges and Universities Changing?
9. How Are Adults Benefiting from Career Education?
10. What Planning Information Would Help Before We Begin?
11. How Should We Organize our Program?
12. What Kind of Management Issues Can We Expect?
13. Does Size of School District Make a Difference?
14. How Do We Get Staff Ready?
15. What About Using Community Resources for Instructional Purposes?
16. What About Commercial Instructional Materials?
17. National Institute of Education Contract and Grant Abstracts

Calhoun, Calfrey C., and Finch, Alton V. VOCATIONAL AND CAREER EDUCATION: CONCEPTS AND OPERATIONS. Belmont, California: Wadsworth Publishing Company, Inc., 1976. 481 p.

This text was written for persons interested in the learning or teaching of the principles, history, philosophy and foundations of vocational and career education. Calhoun and Finch view vocational education as a crucial component of career education. Each chapter concludes with a summary, a listing of references and a group of activities for review, for discussion and for exploration.

Contents

PART ONE: CONCEPTUAL DIMENSIONS OF EXISTING AND EMERGING CAREER-RELATED PROGRAMS

1. Personal-Societal Needs and Vocational Education
2. Historical Perspectives of Vocational-Technical Education
3. Factors Influencing Varied Aspects of Vocational-Technical Education
4. Relationship of Vocational Education to Other Educational Emphases

PART TWO: CAREER DEVELOPMENT: AN EXPANDING EMPHASIS IN EDUCATION

5. Theory and Design of Career Education
6. Implementing Career Education: Issues, Problems and Needs
7. Career Guidance in Vocational Education

PART THREE: OPERATIONAL DIMENSIONS OF VOCATIONAL EDUCATION AS A COMPONENT OF CAREER EDUCATION

8. Institutions Providing Vocational-Technical Education
9. Organization of Vocational and Technical Education
10. Curriculum Structure and Strategy in Vocational Education
11. Research and Vocational-Technical Education
12. State and Federal Support for Vocational Education
13. Public Relations for Vocational-Technical Education
14. Evaluation in Vocational-Technical Education

Appendix A: Samples Needs Assessment Instrument
Appendix B: Sample Course Evaluation Form

Carnegie Council on Policy Studies in Higher Education. GIVING YOUTH A BETTER CHANCE: OPTIONS FOR EDUCATION, WORK AND SERVICE. San Francisco: Jossey-Bass, Inc., 1979. 345 p.

This book by the Carnegie Council on Policy Studies in Higher Education reflects the Council's concern of the employment and school problems facing youth, especially minority youth in inner cities and some rural areas. Money and programs for federal and state resources are needed but most needed is a great deal of public and private initiative at the local level. Overemphasis on unemployment has distracted attention from the more serious problems of the "out-of-society" youth group. Recommendations are made for secondary schools, post-secondary schools, labor market, service, and community.

Contents

1. Summary of Concerns and Recommendations

PART ONE: BACKGROUND

2. Schooling, Employment, and Community Behavior: Inseparable Problems
3. A Note on the Special Problems of Young Women
4. The Importance of Being Sixteen: A New Age for Free Choice

PART TWO: SCHOOLING

5. Current Reform Proposals
6. Education for Work and Work as Education
7. Vocational Education: Change Everything, Including the Name
8. A Fundamental Restructuring of Schools
9. Toward Greater Equality of Opportunity for All Youth
10. The Responsibilities of Postsecondary Education
11. Notation on Costs and Methods of Financing

PART THREE: EMPLOYMENT

12. Current Reform Proposals
13. Better Paths into Labor Markets
14. The Most Difficult Issue of All: Policies for the Deprived
15. Notation on Financing

PART FOUR: SERVICE

16. Current Proposals for Youth Service
17. Youth Service: Voluntary for All
18. A National Education Fund: A Path to Self-Help

PART FIVE: SUMMATION

19. A Balance Sheet of Costs and Benefits to Society
20. Who Should Do What?

Committee on Vocational Education Research and Development of National Research Council. ASSESSING VOCATIONAL EDUCATION RESEARCH AND DEVELOPMENT. Washington, D. C.: National Academy of Sciences, 1976. 131 p.

Following an assessment of the vocational education R & D program, the Committee on Vocational Education Research and Development stated that improvement in vocational education R & D requires stable policy, leadership, and priorities. In this report, the Committee recommends specific ways to build a well-integrated system of vocational education R & D in order to improve the quality and impact of vocational education. The recommended plan for evaluation and changes in the management and structure of the R & D program are necessary if vocational education is to be continually improved.

Contents

1. Highlights
2. The Changing Focus of Vocational Education
3. Legislation and Funding
4. Assessment of Vocational Education R & D
5. Administration of the Vocational Education R & D Program

Eggland, Steven A. THE DEVELOPMENT AND EVALUATION OF A DIRCTED OCCUPATIONAL EXPERIENCE PROGRAM. Lincoln, Nebraska: University of Nebraska, December 1978. 45 p.

This study was intended to develop and examine an alternative to the traditional occupational experience method of the development of certain professional vocational teacher education competencies. A modular curriculum was written and implemented along with an occupational experience in four university sites. Pre and post measures were administered to a laboratory group consisting of preservice vocational education teachers. A reference group also was examined to provide a control. Results indicate that professional vocational education competence can be engendered through a directed occupational experience program strategy.

FINAL REPORT ON THE INTERNATIONAL CONFERENCE ON VOCATIONAL GUIDANCE. Ashiya, Hyogo, Japan: Secretariat of the International Conference on Vocational Guidance, Ashiya University, May 1979. 175 p.

This is a report of the international conference held in Japan, November 1-4, 1979, to discuss the present condition and future challenges for vocational guidance. Participants included representatives from: the United Kingdom, France, Germany, Switzerland, the Soviet Union, the United States and Japan. The introductory speeches given by the participants are presented in the first part of the report. The second part of the report is a narrative of the discussion period following the speeches of the participants.

Contents

1. Vocational Guidance in the U. K.
2. L'Orientation en Francy-Rappel Historique-Objectifs-Organisation
3. Vocational Guidance in the Federal Republic of Germany: Principles, Reality, and Future Development
4. Vocational Guidance in a Scholastic Milieu
5. The Institution of Higher Learning Shapes Its Entering Class: One Way of Occupational Guidance of Youth
6. Some Problems of Theory and Practice of Professional Guidance in the Soviet Union
7. Vocational Guidance in the United States of America: Its Historical Background, the Future Roles, and the Main Issues
8. Career Guidance in New York State
9. The Refocus of the American Style of Formal Education for Proper Emphasis on Preparation for Work
10. Career Guidance as a Component of Career Education
11. Work-Experience Programs and Practical Research to Improve Vocational Guidance
12. Guidance on the Future Course in Japan
13. Present Situation and Problems of Vocational Guidance in Japan
14. Vocational Guidance as an Academic Field of Concentration and Joint Research Abroad by Means of the F-Test

Grasso, John T., and Shea, John R. VOCATIONAL EDUCATION AND TRAINING: IMPACT ON YOUTH. Berkeley, California: The Carnegie Foundation for the Advancement of Teaching, 1979. 243 p.

This report examines 1) choice of high school curriculum; 2) relations between curriculum on one hand, and aspirations, occupational information, and highest year of school completed on the other; 3) psychological reactions to the high school experience of those who have followed various "tracks," and 4) the early labor market and further training experiences of former vocational students as compared with their general program peers with equivalent years of schooling.

The work is based on an analysis of data through the 1970s of two representative national samples of young men and women. An Executive Summary provides an overview of the study.

Contents

1. Introduction
2. Curriculum Assignment and Its Correlates
3. Educational Attainment and Postschool Training
4. Labor Market Outcomes
5. Psychological Outcomes
6. Individuals with Special Needs
7. Systemic Effects: In the Labor Market and at Home
8. Conclusions and Recommendations

Gwazda, Edward; Henkin, Gayle; and Mizobe, Chizuko. ENERGY OCCUPATIONS HANDBOOK. The Center for Coastal and Environmental Studies at Rutgers--The State University of New Jersey. New Brunswick, New Jersey: Rutgers. October 1979. 372 p.

This handbook provides an overview of rapidly-changing energy fields and occupations. It describes over 60 separate fields organized in four areas of energy-related work: development, production, distribution, and conservation. An outline and description of more than 60 separate job areas are listed including the education necessary and the general prospects for these jobs in New Jersey. The purpose of this handbook is to help people find careers in an energy-related field which may be suited to their abilities and interests.

Contents

1. Energy Fields and Occupations
2. Choosing an Energy Career
3. Planning Your Energy Career
4. Energy Career Resources

Kaufman, Jacob J. and Lewis, Morgan V. THE POTENTIAL OF VOCATIONAL EDUCATION: OBSERVATIONS AND CONCLUSIONS. University Park, PA: The Pennsylvania State University, The Institute for Research on Human Resources, May 1968. 160 p.

This book focuses on the importance of making education relevant, especially to students who feel their academic courses are useless. The authors believe vocational education has the potential to enhance the relevance of the high school experiences of the large proportion of students to whom school is presently boring and frustrating. Recommendations are given for reorienting vocational education to achieve the following: (1) provide a means for self-expression, (2) bring relevance to other courses in the total curriculum, (3) foster positive attitudes toward work, (4) develop responsible work habits, and (5) provide the opportunity to explore and learn fundamental vocational skills.

Contents

1. Introduction
2. The Penetration of Vocational Education and Occupational Training in Three City Public Secondary Schools in Pennsylvania
3. Vocational Education and Occupational Opportunities
4. Evaluation of Vocational Education Programs
5. The Student Looks at Vocational Education
6. Guidance and Counseling
7. Employment Experiences of Graduates
8. Implications and Recommendations

Kaufman, Jacob J., and Lewis, Morgan V. THE SCHOOL ENVIRONMENT AND PROGRAMS FOR DROPOUTS. University Park, PA: The Pennsylvania State University, Institute for Research on Human Resources, August 1968. 184 p.

A study was directed (by the Institute for Research on Human Resources) to determine the importance of a high school diploma as a requirement for entering the labor force. A comparison was done of two experimental programs for high school dropouts. The diploma program was designed to give students the equivalent of three years of high school academic credit. The skill training program offered students training in one of three areas: data processing, salesclerking and small appliance and radio repairs--but did not offer a diploma.

This report describes the major differences in the results of the two programs with respect to retention rates, changes in academic achievement, and changes in attitudes toward self. The diploma program was much more successful than the skill training program. This success was attributed to the positive "psychological atmosphere" between program staff and students in the diploma program. The skill training personnel held essentially negative attitudes toward the dropouts, which adversely affected the results of that program. Therefore, this report emphasizes the importance of the atmosphere of programs designed to help disadvantaged youth.

Contents

1. School Dropouts: Extent of the Problem
2. The Social and Psychological Aspects of School Withdrawal
3. The Experimental Design
4. Effects of the Programs on Academic Achievement and Attitudes Toward Self
5. The Student's Evaluation of the Programs
6. The Attitudinal Tone of the Experimental Programs
7. Characteristics of Successful and Unsuccessful Teachers
8. Summary and Implications

Mason, Ralph E. and Haines, Peter G. COOPERATIVE OCCUPATIONAL EDUCATION AND WORK EXPERIENCE IN THE CURRICULUM, Second Edition. Danville, IL: The Interstate Printers and Publishers, Inc., 1972. 541 p.

This text is written as a handbook for organizing and operating cooperative occupational education programs. It emphasizes how the cooperative plan can be fit into the total curriculum. Topics such as work-study programs, general work experience and individual career development are discussed. Sample step-by-step training plans are included in the Appendix.

Contents

PART ONE: THE STRATEGY OF AIMS AND GOAL INPUTS

1. The Range of Instructional Programs Using the Work Environment
2. The Development of the Individual
3. The Development of Manpower Resources
4. Public Policy Goals and Institutional Roles

PART TWO: THE STRUCTURE OF CURRICULUM PATTERNS--HOW THE WORK ENVIRONMENT IS USED AT VARIOUS LEVELS

5. Work Experience Plans for Secondary and Higher Education
6. Cooperative Occupational Education Plans in the Secondary and Post-Secondary Curriculum
7. Coordinators and Their Roles
8. Initiating the Program--Steps in Planning and Organizing the Structure

PART THREE: THE SYSTEM OF INSTRUCTION AND COORDINATION

9. Planning and Carrying Out Effective In-School Instruction
10. Developing the Training Station as an Instructional Laboratory
11. Correlating Instruction Between School and Job Laboratories
12. The Maturing of the Cooperative Program
13. Making the Youth Organization an Integral Phase of Instruction

PART FOUR: APPLYING THE COOPERATIVE PLAN TO SPECIALIZED OCCUPATIONAL PROGRAMS

14. Relating to Adult and Continuing Education
15. Evaluating the Plan to Maintain Quality Control

PART FIVE: THE COOPERATIVE PLAN IN ACTION

16. The Program in the Industrial Occupations
17. The Program in Business and Office Occupations
18. The Program in Distribution and Marketing Occupations
19. Diversified Occupational Areas and Other Fields

McClure, Larry. Ed. INSIDE EXPERIENCE-BASED CAREER EDUCATION. Washington, D.C.: The National Institute of Education, USGPO #628-774/2148, April 1979. 63 p.

The essays contained in this monograph are the personal stories shared by persons familiar with the day-to-day opertion of Experience-Based Career Education (EBCE). They report successful implementation of EBCE programs. A brief introduction is presented for each essay.

Contents

PART ONE: DECIDING TO OFFER AN OPTION

1. State Superintendent Endorses EBCE Concept
2. School Board Member Points to EBCE Successes
3. Assistant Superintendent Supports EBCE as Natural Step

PART TWO: GATHERING COMMUNITY SUPPORT

4. Union Organizer Helps Students Understand Labor
5. Employer Sees Long-Term Benefits
6. Parent Says Yes--and Is Glad She Did

PART THREE: BUILDING AN INSTITUTIONAL FRAMEWORK

7. Curriculum Leader Blends EBCE into District Program

The National Institute of Education. THE PLANNING PAPERS FOR THE VOCATIONAL EDUCATION STUDY. Washington, D.C.: USGPO, April 1979. 336 p.

This volume contains 14 papers commissioned by the NIE. The planning papers speak from a variety of perspectives on a diverse set of topics relating to vocational education. The authors in this volume express varying views of what vocational education should be. The papers are divided into four major sections, each section beginning with a brief introduction of the policy issues raised.

Contents

PART ONE: SELECTED FEATURES OF A FEDERAL GRANT-IN-AID PROGRAM

1. On Implementing the Vocational Education Amendments of 1976
2. Distribution and Allocation of Funding for Vocational Education
3. Federal and State Governance of Vocational Education: Its Relations to Compliance with Federal Rules and Regulations
4. Research Issues for Vocational Education: Compliance and Enforcement of Federal Laws

PART TWO: QUANTITATIVE SOURCES

5. The Vocational Education Data Base
6. Effects of Vocational Education Programs: Research Findings and Issues

PART THREE: ISSUES IN PROGRAM EVALUATION

7. The Phoenix of Vocational Education: Implications for Evaluation
8. The Effects of National Policy on Vocational Education Evaluation
9. Vocational Education: Education or Short-Run Training Programs?

PART FOUR: SELECTED ASPECTS OF VOCATIONAL EDUCATION POLICY

10. The Role of Vocational Education in the Nation's Employment and Training Programs
11. Vocational Education in Rural America: Current Problems and Prospects
12. Race and Sex Compliance Issues in Vocational Education
13. Vocational Education for Special-Need Students
14. Vocational Education as a Strategy for Eliminating Poverty

National Advisory Council on Adult Education. SUCCESS STORIES OF ADULT LEARNING IN AMERICA. Washington, D. C.: USGPO #107-080-01950-7, December 1978. 24 p.

This publication contains eight success stories of people who have improved their lives and contributed to society as a result of participating in adult education. These stories should "make the educationally advantaged aware of the learning needs of other adults and will inspire less advantaged adults to turn to learning as a way to improve their lives."

Contents

1. Adult Education Helped Charles Rumble To Learn--He's in College Now
2. A Veteran Fights Back from Alcoholism Toward a Counseling Career
3. The Ph.D. Who Finished High School at 49
4. "Success Story" Contest Winner Is One of Many Adult Education Helps to a Better Life
5. A Dropout Becomes a Teacher in Montgomery County Where Community Education Serves All Ages
6. Adult Education Plays a Key Role in the Public Service Life of Art Clemente
7. Motherhood Took Her Back to School--Now She Teacher Others
8. Adult Education Rescued Bill Haskin's Mind from Paralyzed Despair

Pearl, Arthur, and Riessman, Frank. NEW CAREERS FOR THE POOR. New York: The Free Press, 1965. 273 p.

This book promotes the idea of "hiring the poor to serve the poor." It is principally concerned with filling human service jobs with indigenous low-income nonprofessionals. The Appendix describes job possibilities in: Health Services, Housing Programs, Legal Services, Youth Programs, and Subprofessional Areas.

Contents

1. Poverty and New Careers for Nonprofessionals
2. Alternate Strategies for the Eradication of Poverty--A Critique
3. The Poor and the Schools
4. Education as a Model for New Careers
5. Nonprofessional Aides in a Community Mental Health Program
6. The Industry of Discovery: New Roles for the Nonprofessional
7. Untrained Neighborhood Workers in a Social-Work Program
8. Training the Nonprofessional
9. Issues and Pitfalls
10. A Strategy for New Careers Development
11. New Careers--Its Allies
12. Conclusion
13. Appendix: New Career Job Descriptions

Pressley, Calvin, and McGraw, James. CLASSROOM TRAINING--THE OIC APPROACH: CETA PROGRAM MODELS. Washington, D.C: USGPO, #029-000-00329-7, 1978. 24 p.

This issue (of the monograph series, CETA Program Models) focuses on Opportunities Industrialization Centers (OIC's) which have started in Philadelphia to serve the black community, and have expanded to become a nationwide community-based organization. The centers were set up to provide classroom training of occupational skills as well as instruction in race pride, grooming, and personal develoment.

Contents

1. Introduction
2. Advantages, Disadvantages, and Preconsiderations for Classroom Training
3. Ingredients of Classroom Training
4. A Profile of Classroom Training
5. Patterns for Classroom Training

Spetz, Sally H.; Heath, Walter D.; Katz, Douglas, S.; Drewes, Donald W. CURRENT AND FUTURE EMPLOYMENT OPPORTUNITIES IN NEW AND EMERGING OCCUPATIONS WITHIN ILLINOIS. Final Report. Raleigh, NC: CONSERVA, Inc., August 31, 1978. 184 p.

The results of the study indicate that there are seven new and emerging occuptions within Illinois for which new vocational education curricula should be offered. Each of these occupations "are described in terms of job duties, educational or training requirements, typical employers, sex barriers, wages and hours, present sources of workers and regional employment demand" (p. III-1). Information is also provided on job duties, educational requirements and employment outlook for twelve additional occupations and employment outlook for twelve additional occupations identified as having the potential to become new and emerging. Recommendations are provided concerning the specific steps which should be taken toward developing appropriate curricula for those occupations in Illinois.

Stadt, Ronald W., and Gooch, Bill G. COOPERATIVE EDUCATION: VOCATIONAL, OCCUPATIONAL, CAREER. Indianapolis: Bobbs-Merrill Company, Inc., 1977. 384 p.

In the Foreward, James McComas says: "The authors of this book have helped leaders focus on cooperative education which unifies learning in a community setting. The focus on cooperative education emphasizes the individual's career aspirations and integrates classroom and field experiences in a clear and comprehensive manner. . . . The authors have shown clearly symbiotic relationships which should exist among the various components of cooperative education" (ix).

Designed for use as a text, each chapter of this book concludes with a summary and a list of activities. Sample forms and illustrations are provided for all aspects of implementing a cooperative education program. Sources for instructional materials are listed in the Appendix.

Contents

PART ONE: FOUNDATIONS OF COOPERATIVE EDUCATION
1. Role Segmentation vs. Community: Rationale for Program
2. Types of CVOE Programs.

PART TWO: PLANNING AND INITIATING COOPERATIVE VOCATIONAL/OCCUPATIONAL EDUCATION (CVOE) PROGRAMS
3. Determining Program Constraints
4. Determining Needs for CVOE
5. Determining CVOE Program Types

PART THREE: DEVELOPMENT AND IMPLEMENTATION OF CVOE PROGRAMS
6. Working With a Steering Committee
7. Providing Internal Resources
8. Utilizing External Resources
9. Student Ingression and Orientation
10. Establishing Training Stations

PART FOUR: CONDUCT AND OPERATION OF CVOE PROGRAMS
11. Planning Instruction
12. Executing Instruction
13. The Training Station
14. Program Management
15. Vocational Occupational Student Organizations
16. Public Relations

PART FIVE: EVALUATION AND PROGRAM CHANGE
17. Evaluation
18. Program Change

Staley, Eugene. PLANNING OCCUPATIONAL EDUCATION AND TRAINING FOR DEVELOPMENT. New York: Praeger Publishers, 1971. 189 p.

Five areas of concern are listed for all countries, even at diverse levels of economic development: 1) the overall concept or "philosophy" of occupational preparation appropriate to modern or modernizing societies; 2) ascertaining the kinds and quantities of qualified personnel needed by the occupation system; 3) designing the education and training programs and curriculum content; 4) determining institutional responsibilities for occupational education and training; and 5) handling organizational administrative and financial requirements. The two tasks of education in development are listed as "preparing people to initiate, accept and adjust constructively to the economic, social and political changes which are both conditions and consequences of modern development and, two, preparing people to perform effectively the hundreds of occupational roles, many of them new which are required in modern or modernizing economic, social, and political systems" (p. 54).

The author provides a broad conceptual framework which highlights the issues in this important aspect of educational development problems and encourage further theoretical and empirical investigations in this field.

Contents

1. A Conceptual Framework
2. Analyzing Needs
3. Curriculum Design
4. Institutional Choices
5. Organizational Choices

Tyler, Ralph W., Ed. FROM YOUTH TO CONSTRUCTIVE ADULT LIFE: THE ROLE OF THE PUBLIC SCHOOL. Berkeley, CA: McCutchan Publishing Corporation, 1978. 195 p.

This book is a compilation of papers from conferences by the Center for the Study of Democratic Insitituions in Illinois and Minnesota in 1976 and 1977. These papers furnish an in-depth examination of the problems young people face as they move toward adult life and suggest how schools might be able to help.

Edited tapes of the conferences are also available:
Center for the Study of Democratic Institutions
Box 4068
Santa Barbara, California 93103

Contents

PART ONE: FROM YOUTH TO ADULTHOOD: PROBLEMS IN SOCIALIZATION

1. A Proper Preparation: Historical Perspectives on School and Socialization in America
2. Smoothing the Way from School to Society
3. The Ways of Socialization
4. The School and the Acquisition of Values
5. What Happens to Parents
6. Education and the State: Learning Community

PART TWO: TRANSITION TO THE WORLD OF WORK

7. Education, Jobs, and Community Services: What Directions For National Policies?
8. More Youth Than Jobs
9. Problems of Youth in the Labor Market
10. Conserving Human Resources: The School Dropout

PART THREE: SCHOOL PROGRAMS FOR YOUTH IN TRANSITION TO ADULTHOOD

11. Educational Programs for Youth in Transition: Implications of Kohlberg's Research for the Schools
12. Action Learning in Minneapolis: A Case Study
13. Programs for Transition to Adulthood in the Portland Public Schools
14. Youth Service Work: An Antidote to Alienation
15. A Universal Youth Service

U. S. Department of Health, Education, and Welfare, National Panel on High School and Adolescent Education. THE EDUCATION OF ADOLESCENTS. Washington, D.C.: USGPO (017-080-01580-3), 1976. 142 p.

This report raises fundamental questions about the role of the high school in contemporary society, its ability to perform the many tasks that have been assigned to it, and the directions potential reforms should take. The Panel specifically chose to look at the adequacy of the institution that has evolved from an academically centered organization into a conglomerate institution with functions and responsibilities--from driver training to sex education--that go far beyond any previous conception of what a school should be accountable for. . . . An essential feature of the report, therefore, is the conviction that the high school has become overburdened and should share its responsibilities for youth with other agencies in the community, so that instruction and educational experiences can be provided both in the school and outside the school in the community itself.

Contents

1. Observations
2. Major Recommendations
3. The Adolescent as a Full and Responsible Member of Society
4. An Educational Climate Which Honors and Respects Differences Among Adolescents
5. Preparation of Adolescents for Future Familial Roles
6. Institutions of Adolescent Education and How They Relate to the Problem of Integration into the Broader Community
7. Knowledge and Involvement for Adolescents in the Decisionmaking Processes of Society
8. Providing Aesthetic Experiences for Adolescents
9. Aiding the Adolescent in Coping With the Mass Media

Venn, Grant. MAN, EDUCATION, AND MANPOWER. Washington, D.C.: The American Association of School Administrators, 1970. 281 p.

This book presents Venn's views for the role of education in a technological society. He believes many of the economic and social problems in the U. S. could be alleviated by the schools. He says: "Education for productive work is obviously not the only solution to the socioeconomic problems facing the nation. It is in the schools and colleges, however, that the tragic cycle of low economic growth, unemployment, automation, and inadequate education can best be broken, for it is in the classroom that skills are acquired, the appetite for knowledge is whetted, and hope is kindled" (p. 157). The final chapter includes recommendations and specific plans for their implementation.

Contents

1. The Manpower Revolution
2. Education and a Technological Society
3. Schools Yesterday
4. Schools Today
5. Schools Tomorrow
6. Current Problems and Needed Changes
7. A History of Manpower Development
8. A Manpower Development Approach
9. Education and Manpower Policy
10. Major Issues in Education and Manpower Development
11. Conclusions and Recommendations

Venn, Grant. MAN, EDUCATION AND WORK: POSTSECONDARY VOCATIONAL AND TECHNICAL EDUCATION. Washington, D.C.: American Council on Education, 1964. 184 p.

The author outlines the role of schools with respect to manpower development. "In this book Grant Venn has suggested specific ways that the nation's schools, which serve everyone, can change to concentrate on the prevention of human failure and the development of human resources. He points out that educated and skilled manpower is the key to future progress and well-being" (p. 9).

Contents

1. Man, Education, and Work
2. The Development of Vocational and Technical Education
3. Vocational and Technical Education in Secondary and Higher Education
4. Other Opportunities for Vocational and Technical Education
5. The Federal Government and Vocational and Technical Education
6. Manpower Needs, Present and Future
7. Major Issues in Vocational and Technical Education
8. Conclusions and Recommendations

Young, Robert C.; Clive, William V.; and Miles, Benton E. VOCATIONAL EDUCATION PLANNING: MANPOWER, PRIORITIES, AND DOLLARS. Washington, D. C.: USGPO, Research and Development Series No. 68, 1972. 181 p.

The central issue of the report is the problem of using work force information for vocational education planning. At the time this report was published, the decision-making method described in the report had not been tested for effectiveness and value in practice.

Contents

1. Introduction
2. Supply of and Demand for Manpower
3. Criteria for Vocational Education Priority Determination
4. Planning with Manpower Criteria

SECTION 4:

Public/Private

Braden, Paul (Ed.). HUMAN RESOURCE AND REGIONAL ECONOMIC DEVELOPMENT. A Staff Report of the Office of Economic Research, U. S. Department of Commerce, Economic Development Administration, October 1977. 416 p.

This book is a collection of papers written concerning policies at all levels of government and the private sector aimed at improving the economic and labor problems in the United States. Emphasis is on the importance of improved coordination between policies to provide jobs and policies to insure the employability of new workers.

Contents

PART ONE: THE SETTING

1. Regional Economic Development and Human Resource Requirements
2. Labor Market Considerations in Economic Development Planning

PART TWO: ORGANIZATION AND IMPLEMENTATION

3. State Planning for Economic and Human Resource Development
4. Outcome Measurement of State Economic Development Programs
5. Public Policy Options to Encourage Investments in Central Cities
6. Vocational Education and Economic Development

PART THREE: INFORMATION SYSTEMS, COMMUNITY INVOLVEMENT, AND ECONOMIC DEVELOPMENT

7. Human Resource Information Systems for Regional Economic Development
8. Employment Projection Methods and Applications in Planning Human Resources Development Programs
9. Human Resources Supply Forecasting
10. Follow-up: What Happens After Training

The Center for Small Business. THE STATE OF SMALL BUSINESS: A REPORT TO THE PRESIDENT OF THE UNITED STATES. Washington, D.C.: Chamber of Commerce of the United States, December 1979. 28 p.

This report is a summary of the current issues affecting small business. Four case studies are presented, in Part Two, to illustrate some of the common problems faced by small business owners. Although the report emphasizes the problems, it also states reasons for being optimistic about the future of small business. Vocational educators should understand the problems of small business, before education and training programs can be prepared for these business persons.

Content

1. Overview of the Promise and Problems of Small Business
2. Case Studies--The State of Some Particular Small Businesses
3. Issues and Initiatives
4. Design for Action, Call to Leadership
5. Conclusion

Chinitz, Benjamin, (Ed.). CENTRAL CITY ECONOMIC DEVELOPMENT. Cambridge, Massachusetts: Abt Associates, Inc., 1979. 198 p.

This publication contains the papers and talks delivered at the 1977 fall conference of the Center for Social Analysis. The conference focused on urban policies to provide strong incentives for keeping and attracting private employers back to the central city. Participation included representatives from HUD, EDA, the staff of the White House Conference, the National League of Cities--US Conference of Mayors, the Council on Urban Economic Development, the Center for Community Economic Development, the State of Michigan and the cities of New York and Gary, Indiana.

Contents

PART ONE: TRENDS AND PROSPECTS

1. Toward a National Urban Policy
2. The Changing Structure of Jobs in Older and Younger Cities
3. Cities and National Economic Growth
4. Urban Is Our Middle Name: New Strategies for HUD

PART TWO: THE FEDERAL AND STATE ROLE

5. Federal Tax Policy and Urban Development
6. EDA's Urban Economic Development Initiatives
7. Urban Economic Adjustment Strategies: The State Role in Michigan
8. Revitalizing Central Cities: More on the Myth of Sisyphus

PART THREE: THE LOCAL ROLE

9. Strategic Issues in Local Economic Development
10. Community-Based Development in Urban Areas
11. The Role of the City in the Region's Economy
12. The Scope of Local Government Action
13. The White House Conference: Findings and Recommendations

Department of Commerce. HOW TO IMPROVE YOUR COMMUNITY BY ATTRACTING NEW INDUSTRY. Prepared by U. S. Department of Commerce. Washington, D.C.: USGPO, #453-017, January 1972. 44 p.

This publication provides guidelines for persons interested in the implementation of a promotion campaign to attract new industry in their locality.

Contents

1. Promote, Yes--But How?
2. Springboard to Promotion
3. Hunting Industrial Leads
4. There Are Brochures
5. Does It Pay To Advertise?
6. The Power of the Press
7. How Far Will a Letter Go?
8. The Total Sell: Cooperate and Grow
9. Handling the Inquiry
10. Time--The Important Ingredient
11. Industrial Development Checklist

Ferman, Lewis A. JOB DEVELOPMENT FOR THE HARD-TO-EMPLOY. Policy Papers and Human Resources in Industrial Relations, No. 11. Ann Arbor, MI: Institute of Labor and Industrial Relations, 1969. 85 p.

Job development is a difficult task made more difficult in the contest of multiagency programs, all of which have vested and special interests. Much work must be done to promote a common purpose and understanding among the various personnel and agencies. This book emphasizes that "...job development involves strategies of intervention in the economic, social, and manpower processes of the community to increase job opportunities for the hard core unemployed." Includes an interesting discussion of job creation of subprofessional jobs (pages 13-15).

Contents

1. Introduction
2. The Basic Elements of Job Development
3. The Structure and Organization of Job Development
4. The Problems of Administration and Management of Job Development
5. Approaching the Employer for Job Development
6. Job Development in Rural Areas
7. Working with Unions in Job Development
8. Job Development in the Public Sector: New Careers in Subprofessionalism
9. Concluding Comments on Job Development for the Hard-to-Employ

Ferrin, Richard I., and Arbeiter, Solomon. BRIDGING THE GAP: A STUDY OF EDUCATION-TO-WORK LINKAGES, FINAL REPORT OF THE STATE-LEVEL STUDY IN CAREER EDUCATION. Princeton, NJ: College Board, 1975. 180 p.

This report includes a bibliography in the areas of planning, curriculum, guidance, manpower utilization, and evaluation. This report ends with a section on further research and development for the National Institute of Education.

As a basis for this report, a year-long study was done to find ways to improve the transition from education to work. The authors believe that linkages between the two worlds exist but that education and work are and should be distinct.

Contents

1. Introduction
2. A Framework for Studying the Educaton-to-Work Transition
3. Survey of Current Linkages
4. Survey Analysis and Interpretation
5. Alternative Linkage Approaches
6. Barriers and Proposals
7. Recommendations for Further Research and Development for the National Institute of Education

Illinois Economic and Fiscal Commission. A HEARING ON THE BUSINESS CLIMATE IN ILLINOIS. Chicago, Illinois: Illinois Economic and Fiscal Commission, March 30, 1978. 109 p.

The Illinois Economic and Fiscal Commission held a hearing entitled "Improving the Illinois Business Climate." This volume contains statements and other materials presented by the witnesses who appeared before the Commission, as well as transcriptions of their statements and of the question and answer period. Topics mentioned frequently were: (1) use of tax incentives to stimulate business, (2) a need for sales tax exemption on purchases of machinery and equipment, (3) the cost of Workmen's Compensation and Unemployment insurance, (4) the State's role in attracting new firms to locate in Illinois.

Contents

1. Introduction
2. Opening Statement by the Chairman
3. Testimony of:
   The Honorable Michael A. Bilandic, Mayor, City of Chicago

   Orville V. Bergren, President, Illinois Manufacturers' Association

   Daniel J. Pierce, Chief Deputy Assessor of Cook County

   Herbert E. Johnson, Senior Vice President, Continental Illinois National Bank and Trust Company, Chicago

   Arthur K. Muenze, President, Wieboldt Stores, Inc., and representing the Illinois Retail Merchants Association

   Jon Donnan, Director, Office of Economic Development, City of Waukegan

Kobrak, Peter. PRIVATE ASSUMPTIONS OF PUBLIC RESPONSIBILITIES. New York: Praeger Publishers, 1973. 257 p.

This book examines the manpower programs started as a result of the ghetto riots in the summer of 1967. The programs studied were designed to reduce proverty among the disadvantaged by providing employment, training and special assistance to hard-core unemployed. Two of the questionnaires used in the study are presented in the Appendix.

Contents

1. Introduction

PART ONE: DEVELOPMENT OF THE NAB-JOBS PROGRAM

2. Federal Agencies and the Development of NAB
3. The White House and the Development of NAB
4. Business and the Urban Crisis

PART TWO: THE TRANSITION

5. The Translation of Policy into Action

PART THREE: IMPLEMENTING NAB-JOBS AT THE URBAN LEVEL

6. NAB-Jobs in the Local Setting
7. Business Response to the NAB-Jobs Challenge
8. Third Party Intermediaries and Minority Group Employment: The Milwaukee Experience
9. Conclusions

King, Sam Wilson. ORGANIZATION AND EFFECTIVE USE OF ADVISORY COMMITTEES. Trade and Industrial Education Series No. 71, Washington, D. C.: U. S. Department of Health, Education, and Welfare, Office of Education, 1960. 75 p.

This publication is devoted to advisory committees. It is suggested that maximum benefits may be derived from use of advisory committees only when they are established and organized on a sound basis.

Contents

1. Need for Advisory Service
2. Types of Committees
3. Functions of Committees
4. Establishing the Committee
5. Organizing the Committee
6. First Meeting
7. Planning a Program
8. Conducting the Meeting
9. Follow-up of Meetings
10. Effectiveness of Committees

National Commission for Manpower Policy. AN ENLARGED ROLE FOR THE PRIVATE SECTOR IN FEDERAL EMPLOYMENT AND TRAINING PROGRAMS. Fourth Annual Report to the President and the Congress of the National Commission for Manpower Policy. Report No. 8. Washington, D. C.: USGPO, #052-003-00660-0, December, 1978. 134 p.

This report recommends that the policy and program initiatives to encourage the more active participation of the private sector in federal job creation programs be kept in place and strengthened over a sufficient period that a fair test can be made of the potential of the private sector to contribute. Financing of the Private Industry Councils is also essential. In addition, the Commission examined the relative merit of job creation programs in the public and private sectors, via public service jobs and tax credits. The Appendix includes conference summaries from three major conferences held in 1978 with European experts from OECD countries, American academic and manpower specialists, and business leaders involved with the Business Roundtable and the Commission.

Contents

1. Summary of Recommendations
2. Background: The Potential of the Private Sector
3. Focusing on the Structurally Unemployed in an Uncertain Economy
4. The Need for New Institutional Linkages
5. Job Creation in the Public vs. Private Sectors
6. The Commission's Plans for 1979

Appendix A: Employment Subsidies and Tax Credits as a Response to Unemployment
Appendix B: Conference Summaries
Appendix C: Report to the Director
Appendix D: Comments on the National Advisory Council on Vocational Education on the Reports of the National Commission for Manpower Policy

The National Commission for Manpower Policy. FROM SCHOOL TO WORK: IMPROVING THE TRANSITION. Washington, D.C.: USGPO (#040-000-00364-9), April 1976. 309 p.

This report was prepared as a result of the efforts by the Commission's Youth Task Force to gather information concerning the employment problems of American youths. In addition to obtaining working papers from selected specialists on youth unemployment, the Commission worked with three large national employers--in communications, manufacturing, and retailing--who cooperated in sharing their experiences concerning young employees. This book provides a broad base of information and suggestions for improving the employment opportunities of young people.

Contents

1. Youth Transition to Work: The Problems and Federal Policy Setting
2. The Youth Labor Market
3. Corporate Hiring Practices
4. Labor Market Experience of Noncollege Youth: A Longitudinal Analysis
5. The Competencies of Youth
6. Employment and Training Programs for Youth
7. Community Efforts to Link Education and Work
8. Informational and Counselor Needs in the Transition Process
9. Apprenticeship: A Potential Weapon Against Minority Youth Unemployment
10. Problems of Rural Youth
11. Foreign and American Experience with the Youth Transition

National Commission for Manpower Policy. INCREASING JOB OPPORTUNITIES IN THE PRIVATE SECTOR: A CONFERENCE REPORT. Special Report No. 29. Washington, D.C.: USGPO #052-003-00703-7, November 1978. 242 p.

This report contains the papers and commentaries from a conference entitled "Increasing Employment Opportunities in the Private Sector." The material focuses on the critical issues involved in using the tax credit approach to encourage the more active participation of the private sector in training and employment programs. The Commission concluded, "If the enlarged participation of the private sector in federal training and employment programs is a sound objective--and it is difficult to argue otherwise--then tax as well as a range of other devices that might elicit a positive response from the business community are worth exploring." (p. 5.)

Contents

1. Improving Private Sector Job Opportunities for Selected Target Groups
2. Concepts and Measures of Structural Unemployment
3. Targeted Employment Subsidies: Issues of Structure and Design
4. The Attitudes of Employers and Business Professionals Toward Government Manpower Programs
5. Youth Employment and the Private Sector

National Commission for Manpower Policy. PROCEEDINGS OF A CONFERENCE ON THE ROLE OF THE BUSINESS SECTOR IN MANPOWER POLICY, Special Report No. 4. Washington, D. C.: USGPO, November 1975. 29 p.

Findings that emerged from this meeting of nongovernmental organizations were: "the business community quickly came to recognize that the magnitude of federal expenditures for manpower services has major implications for its tax burden. The participants were interested to learn about alternative approaches to unemployment that were reflected in the responses of the advanced economies of Western Europe. They called attention to their concerns about the work disincentives embedded in various income transfer schemes, especially those based on the extension of unemployment insurance benefits to 65 weeks. By the end of the meeting it was increasingly clear to most of those in attendance that the initial premise that the private sector should keep its distance from manpower policy and programming warranted reassessment." (p. iv.)

Contents

PART ONE: SUMMARY OF CONFERENCE DISCUSSION

PART TWO: APPENDIXES

Appendix A: Prepared Remarks
1. Federal Manpower Policy
2. Corporate Personnel Policies During High Unemployment
3. Private Sector and Higher Employment
Appendix B: List of Conference Participants

National Council for Urban Economic Development. COMMUNITY, ECONOMIC AND MANPOWER DEVELOPMENT LINKAGES--SECTION 1: SUMMARY AND ANALYSIS. The National Council for Urban Economic Development, November 1976. 127 p.

As Section One of a two-part publication, this report summarizes and analyzes the findings of research conducted by the National Council for Urban Economic Development regarding Community Manpower and Economic Development linkages within the public sector, and cooperation between the public and private sectors for development purposes in selected larger U.S. cities. The report is based primarily on case studies of 16 site-visited cities.

Contents

1. Methods and Concepts
2. Federal Programs and Issues Relative to Local Development
3. The Aggregate Picture
4. Conclusions

Myers, Charles A. THE ROLE OF THE PRIVATE SECTOR IN MANPOWER DEVELOPMENT. Baltimore, Maryland: The Johns Hopkins Press, 1971. 101 p.

This monograph reviews the experience of U.S. private firms in developing the labor force at various occupational levels. The report indicates that the private sector accounts for three fourths to four fifths of employment in the U.S. non-farm economy. Therefore, private employers play the major role in recruiting, training, motivating and developing the talents of the U.S. labor force. The objective of this study was to determine the success of private firms in developing manpower. At the end of each section of the report is a list of "unanswered questions."

Contents

1. Training for Production Jobs
2. Formal Training Programs for Skilled Crafts and Maintenance Jobs
3. Hiring and Training the Disadvantaged
4. Training for Office and White-Collar Jobs
5. Developing Technical and Professional Manpower
6. Management Training and Development
7. Private-for-Profit Training and Vocational Schools
8. Summary and Conclusions

Robison, David. TRAINING AND JOBS PROGRAMS IN ACTION: CASE STUDIES IN PRIVATE SECTOR INITIATIVES FOR THE HARD-TO-EMPLOY. Washington, D. C.: Committee for Economic Development in cooperation with Work in America Institute, Inc., Scarsdale, NY. Printed by Georgian Press, Inc., 1978. 207 p.

This is a series of case studies stressing private-sector involvement in partnership with government in dealing with structural unemployment. The Committee for Economic Development concluded that successful private-sector programs for the hard-to-employ already exist. The case studies cover a wide range of activities which are helpful to understanding the role of the private sector in creating employment opportunities.

Contents

I. Overview

II. Case Studies

1. Organizational Arrangements
2. Improving the Transition from School to Work
3. Training and Jobs for the Unemployed with Special Disadvantages
4. Older Workers
5. Special Groups
6. Alternative Work Patterns

Select Committee on Small Business. THE ROLE OF THE FEDERAL GOVERNMENT AND EMPLOYEE OWNERSHIP OF BUSINESS. Washington, D.C.: USGPO, 1979. 27 p.

This report reviews the information available on employee ownership of business, with particular emphasis on the role the government has played and might play in the future. Case studies are included to illustrate intances where employees have taken over ownership of firms.

Contents

1. Summary
2. Instroduction
3. Dimensions of Employee Ownership
4. Employee Stock Ownership Plans
5. Non-ESOP Modes of Ownership
6. Transfer of Ownership to Employees
7. Government Support for Employee Ownership
8. Evaluating Employee Ownership
9. Case Studies
10. Legislation
11. Conclusion

Silberman, Harry F., and Ginsburg, Mark B., Eds. EASING THE TRANSITION FROM SCHOOLING TO WORK: New Directions for Community Colleges, No. 16, Winter, 1976. San Francisco, CA: Jossey-Bass, Inc., Publishers. 123 p.

This group of articles is the result of work begun in July, 1975, at the University of California at Los Angeles with a small conference sponsored by the Spencer Foundation on the problem of school-to-work transition. The articles range from descriptions of the problem itself to alternative proposals for solutions and finally to specific concerns about the implementation of these solutions in existing institutions. The assumptions of the authors vary considerably about the problem and its solutions.

Contents

Editor's Notes by Harry Silberman and Mark B. Ginsburg:

1. A Taxonomy of the Issues on the School-to-Work Transition
2. Youth Disintegration: The Data
3. Personal Outcomes as Goals of Career Education
4. The Community College as a Productive Enterprise
5. Student-designed Field Experiences
6. Cooperative Education and Acquisition of Generalizable Coping Skills: An Assessment
7. Redesign of Work for Educational Purposes and for Quality of Working Life
8. Placement Services and Career Development
9. Community Councils as an Intermediate Institution
10. Lessons from the English Model of Postsecondary Education
11. School-to-Work Transition in China
12. Gaining Access to the World of Work in Latin America
13. The Transition from School to Work in Synanon
14. The Impact of Community College Structure on the School-to-Work Transition
15. Contributions of Formal and Informal Occupational Preparation
16. The Capacity of Work Organizations to Absorb Learners
17. Demographic and Economic Influences on the Growth and Decline of Higher Education
18. The Problems of Incentives
19. Recommendations for Practice and Research
20. Sources and Information

Sprengel, Donald, P., and Tomey, E. Allan. VOCATIONAL EXPLORATION IN THE PRIVATE SECTOR: FINAL REPORT AND ASSESSMENT. 1971-71. Submitted by the Center for Urban Programs, St. Louis University, St. Louis, Missouri. Prepared for the Manpower Administration, U. S. Department of Labor, February 1973. 160 p.

The Vocational Exploration in the Private Sector program was established to offer broad guidance to youth soon to enter the labor force regarding the types of private sector jobs available and the qualifications necessary to obtain them. This report by the Center for Urban Programs culminates the montiro-analysis of the first year VEPS program. Part I provides a summary of the major findings and conclusions of the study. Part II of the report contains an explanation of the VEPS concept and the experimental program guidelines, the role of the monitor-analysis team from the Center for Urban programs and a discussion of the second year VEPS program with guideline modification. Part III consists of a general discussion of program operations, experiences, and effectiveness in the pilot, experimental year. In Part IV, data on the impact of the program upon enrollees is analyzed in detail. Part V incorporates case histories organized by topical area from all participating NYC programs.

U. S. Department of Labor. PUTTING AMERICA'S FUTURE TO WORK. Washington, D. C.: USGPO, November 1978. 20 p.

This publication discusses the problem of youth unemployment and describes the youth programs initiated in 1977: Youth Employment and Training Programs (YETP); Youth Community Conservation and Improvement Projects (YCCIP); Youth Incentives Entitlement Pilot Projects (YIEPP); Job Corps; and Summer Program for Economically Disadvantaged Youth (SPEDY).

Contents

1. Stepping Out and Up
2. The Many Facets of Youth Unemployment
3. The Youth Initiatives
4. What's Different About These Programs?
5. Where Do We Go From Here?

Widner, Ralph R. and Shaul, Marnie. INTERGOVERNMENTAL COOPERATION AND SUBNATIONAL DEVELOPMENT PROBLEMS: A SYNTHESIS OF RELEVANT RESEARCH FINDINGS. Prepared by Economic Development Administration, U. S. Department of Commerce. Springfield, VA: National Technical Information Service, 1978, 36 p.

This report summarizes relevant research findings related to the need for and functioning of multistate development organizations involving federal support and participation. It gives particular attention to the problems and successes of the Appalachian Regional Committee, the Tennessee Valley Authority and Title V Commissions. The findings showed that the ineffectivenss of regional bodies stems, in part, from their inability to influence decisions by state and federal agencies. Accordingly, future legislation should mandate explicit links. The effectiveness of regional bodies would also be improved if the planning, decision-making, and implementing responsibilities could be combined in a way that links plans to results.

Contents

1. Some Historical Background
2. Title V Commissions
3. Conclusion

SECTION 5:

Work-Related Projects

Aller, Curtis, C.; Mayall, Donald; Mitchell, John; and Roberts, David C. LAYOFF TIME TRAINING: A KEY TO UPGRADING WORK FORCE UTILIZATION AND EEOC AFFIRMATIVE ACTION. Prepared for the U. S. Department of Labor, Employment and Training Administration, R & D Monograph No. 61, 1978. 117 p.

This report is a case study of an Experimental Demonstration Project, funded by the U. S. Department of Labor in the Northern California Canning Industry. The project ran from 1972-75. It was designed to provide training and stipends for laid-off low-skilled workers so they would have the opportunity to return to work sooner or at better paying jobs. It is interesting to note that a similar program, described in Chapter 1 of this report, was attempted in 1970 but failed. The remaining chapters of the report give the details of the successful project. The final chapter includes various suggestions relating to job creation activities.

Contents

1. Training Laid-off Workers in Antioch and Pittsburg, California
2. Training Laid-off Cannery Workers: The First Year
3. Training Laid-off Cannery Workers: The Second Year
4. The Future of Cannery Training
5. Summary, Conclusions and Policy Analysis

Barclay, Suzanne; Bottom, Christine; Farkas, George; Stromsdorfer, Ernst W.; Olsen, Randall J. SCHOOLING AND WORK AMONG YOUTHS FROM LOW-INCOME HOUSEHOLDS: A BASELINE REPORT FROM THE ENTITLEMENT DEMONSTRATION. Manpower Research Demonstration Corporation, 1979. 205 p.

The Youth Entitlement Demonstration Program was scheduled to begin in the spring of 1978 and to continue through 1980. The program's target group is economically disadvantaged 16-19 year olds in 17 geographic areas in the United States. The purpose of the project was to provide youths with the incentive to complete their high school education by guaranteeing them employment as long as they remain in school. This study was done early in 1978 to serve as a base for measuring the impact of the Youth Entitlement Demonstration Program. An analysis was done of the school and work behavior of entitlement-eligible youth that had not participated in the program.

Contents

1. Policy Issues
2. Conceptual and Methodological Issues
3. Demographic and Family Structure Characteristics
4. School Enrollment and Time Inputs to School
5. Work Experience and Time Inputs to Working
6. Summer Employment, School-Year Employment, and School Enrollment Jointly Considered: Results from a Multi-variate Model
7. Summary and Conclusion

Committee on Government Operations. DEPARTMENT OF LABOR'S ADMINISTRATION OF THE COMPREHENSIVE EMPLOYMENT AND TRAINING ACT. Report No. 96-657. Washington, D.C.: USGPO, 1979. 47 p.

This report examines the Labor Department's administration of the Comprehensive Employment and Training Act in terms of three critical management functions--planning, directing and controlling. The findings indicate the Department does not maintain effective accountability and its programs are vulnerable to scandals. Specific cases are presented to illustrate the problems and weaknesses of the CETA system that are described in this report.

Contents

1. Introduction
2. Background
3. Findings and Conclusions
4. Recommendatons
5. Discussion

Glaser, Edward M. PRODUCTIVITY GAINS THROUGH WORKLIFE IMPROVEMENTS. New York: Harcourt, Brace and Jovanovich, 1976. 342 p.

This book has an interesting section of 25 cases where quality of worklife programs (QWL) were tried. It also has chapters on problems, guidelines for introducing a quality of worklife program and an outline of procedures to evaluate such a program.

Contents

1. Orientation
2. Cases
3. Problems
4. Guidelines for Introducing a Job Redesign or Quality of Worklife Program
5. Some Questions Answered--And Others Still Unanswered
6. Outline of an Evaluation Procedure

Glover, Robert W., and Greenfield, Paula S. THE MINORITY WOMEN EMPLOYMENT PROGRAM: A NATIONAL DEMONSTRATION PROJECT TO FACILITATE OCCUPATIONS, VOL. I. Austin, Texas: Center for the Study of Human Resources--The University of Texas at Austin, November 1976. 88 p.

This paper is Volume I of the second year status report on the Minority Women Employment Program set up in Atlanta, Houston, Dallas, New Orleans, Tulsa-Oklahoma City, Cincinnati-Dayton, and Los Angeles. The report covers the period of September 1, 1975 to August 31, 1976, providing project objectives and procedures as well as conclusions and recommendations based on the project after a year of full operation. Volume II provides a list of individual placements involved in the program.

Further information on the Program, including a film or videotaped documentary, entitled "The Only Way to Go Is Up," is available from: MWEP, 40 Marietta Street, NW, Suite 808, Atlanta, Georiga, 30303.

Contents

1. The Problem: Need for the Program
2. Program Objectives
3. Program Description--Operations Component--Research Component
4. Program Results and Assessment
5. Conclusions and Recommendations

Johnson, Miriam, and Sugarman, Marged. JOB DEVELOPMENT AND PLACEMENT: CETA PROGRAM MODELS. Washington, D.C.: U. S. Department of Labor, (USGPO #029-000-00307-6), 1978. 32 p.

This monograph is one of a series dealing with program activities and services of the Comprehensive Employment and Training Act (CETA) Programs. It "traces the placement function historically, drawing lessons for today's practitioner from the mistakes as well as successes, of the past. It represents one model of how job recruiting and job searches take place, and suggests strategies that might be useful to program planners. Recommendations stress raising the quality of CETA placements, infusing a more professional approach into the placement functions, and developing the self-help capabilities of clients." (v.)

Contents

1. The Placement Function
2. Historical Perspectives
3. Labor Exchange Processes and Employability Development Strategies
4. Agency Roles and CETA Goals

Mathematica Policy Research, Inc. THE NATIONAL SUPPORTED WORK DEMONSTRATION: EFFECTS DURING THE FIRST 18 MONTHS AFTER ENROLLMENT. Washington, D.C.: Manpower Demonstration Research Corporation, 1979. 227 p.

This is the third interim report of the National Supported Work Demonstration. The program was designed to give people with long-standing employment problems an opportunity for 12-18 months of stable employment. This was an effort to improve their chances for success in the regular labor force and in society. The four primary target groups enrolled in the program were: female long-term AFDC beneficiaries, ex-addicts, ex-offenders, and young school drop-outs, many of whom have had criminal records. The program included an experimental and a control group, interviewed regularly at nine-month intervals.

"This interim document presents data from interviews with 2,830 individuals conducted at baseline, nine, and 18 months after their enrollment in the program or the control group. It presents findings on supported work's impact on earnings and employment, welfare receipt, drug use and criminal activity during a time when many of the participants were still in the program." (v.)

Contents

1. Introduction
2. The Sample, the Supported Work Experiences, and Research Hypotheses
3. Findings for the AFDC Sample
4. Findings for the Ex-addict Sample
5. Findings for the Ex-offender Sample
6. Findings for the Youth Sample
7. Conclusion

Millett, Ricardo A. EXAMINATION OF "WIDESPREAD CITIZEN PARTICIPATION" IN THE MODEL CITIES PROGRAM AND THE DEMANDS OF ETHNIC MINORITIES FOR A GREATER DECISION MAKING ROLE IN AMERICAN CITIES. San Francisco, CA: R & E Research Associates, Inc., 1977. 151 p.

The Model Cities Program (developed by the Department of Housing and Urban Development) is designed to help the urban poor in emphasizing the importance of having neighborhood residents actively participate in reducing poverty in their locality. In this study, Millett examines 11 Model Cities Programs to analyze the extent of resident participation and the effectiveness of such national intervention programs. He focuses on the experience of the programs in the Black community. The author believes that the poverty-stricken urban ethnic minorities should be given the opportunity to improve their situation by being involved in the decision-making activities of programs like the Model Cities Program.

Minnesota Department of Education. Youth Employment Education Unit. PARTNERS: CETA, EDUCATION, YOUTH. St. Paul: Minnesota Documents Section, 1979. 64 p.

This report is divided into three sections: Issues, Deeds (case studies) and Dreams. The section on deeds is particularly interesting as it outlines clearly the prime sponsor, schools, client description, funding sources and staff involved. Though the report is about CETA projects in Minnesota, it is helpful in understanding the operation of CETA Education projects. Successful CETA programs must have strong linkage between participating organizations. An appendix describing CETA and Education special language is included.

Moore, Thornton, and Wecksler, A. N. IMPROVING PRODUCTIVITY: A DESCRIPTION OF SELECTED COMPANY PROGRAMS. Washington, D.C.: National Center for Productivity and Quality of Working Life, Superintendent of Documents, U. S. Government Printing Office, 1975. 31 p.

This study describes programs to increase productivity in five companies throughout the country. The companies studied were:

1. Beech Aircraft Corporation, Wichita, Kansas
2. The Detroit Edison Company, Detroit, Michigan
3. Honeywell, Inc., Minneapolis, Minnesota
4. Thiem Corporation, Milwaukee, Wisconsin
5. United States Steel Corporation, Pittsburgh, Penn.

A bibliography of productivity materials is also included.

National Association of State Boards of Education. VOCATIONAL EDUCATION OF HANDICAPPED YOUTH: STATE OF THE ART. Washington, D.C.: NASBE, 1979. 51 p.

This is a report of the eight-month pilot project, administered by the National Association of State Boards of Education in Arizona, Maine, Montana, and South Dakota, to collect current information pertaining to the vocational education of handicapped youth. Six issues were identified as most clearly representing the state of the art for the vocational education of handicapped youth: (1) Interagency Cooperation; (2) Personnel Preparation; (3) Funding; (4) Service Delivery/ Program Option; (5) Program Evaluation; and (6) Services to Native Americans and Other Minority Handicapped Youth.

Contents

1. Overview of Vocational Education for Handicapped Youth
2. Needs Assessment Analysis
3. Recommendations Targeted to Policy Issues for Consideration by the State Board of Education
4. Tables
5. State Policies and Statistical Data Forms
6. Vocational Education Delivery System Index

National Center for Productivity and Quality of Working Life. RECENT INITIATIVES IN LABOR MANAGEMENT COOPERATION, VOL. 1 AND 2. Washington, D.C.: U. S. Government Printing Office, 1976. 62 and 90 p.

A report based on six Initiative Conferences which President Ford mandated in 1974. Many case histories are described in both volumes.

Contents: Volume I

Introduction
Today's Challenges
Steel Industry Forms Joint Labor Management Committies to Increase Productivity
Jamestown--A Total Community Effort to Revive Industrial Activities Through Labor Management Cooperation
The FMCS Fosters Cooperation at Three Companies
TVA -- Where Labor Management Cooperation Functions From Its Inception
Quality of Work Demonstration Project at Eaton Corporation Plant
Scanlon Plans and Operation
Rushton -- An Experiment With Minors Regulating Their Own Work Activities
Some Lessons from Cooperators

Contents: Volume II

Introduction
1. Scanlon Plan Employee Bonuses Reward Productivity Improvements
2. Labor Management Business Teams Improve the Quality of Working Life
3. Management and Labor Join in a Work Humanization Program Jamestown Area Promotes In Plant Area Committee Formation
4. Developing Carbourundum's New Plant Layout
5. Shifting to a New Product at Hope's Windows
6. A TVA Unit Experiments with a Qualify of Worklife Program
7. A Municipality Undertakes a Quality of Worklife Project
8. Military Managers and Civilian Employees in Councils at Defense Installations

National Rural Center, Inc. RURAL JOBS FROM RURAL PUBLIC WORKS. Austin, Texas: American Printers Exchange, January 31, 1979. 66 p.

As the interim report for the third year of the project, Rural Jobs From Rural Public Works, this report describes the continued activities and research inferences of the third year of experimental and demonstration project designed to increase the number of local, minority and/or economically disadvantaged persons employed on federally-financed construction projects in rural areas. Third year activities centered on the Tennessee-Tombigbee Waterway Project in Alabama and Mississippi, the Red River Waterway Project in Louisiana, the Quachita-Black River Waterway Project in Arkansas and Louisiana, the Richard B. Russell Dam Project in Georgia and South Carolina, and the Choke Canyon Dam in Texas. The National Rural Center continued to monitor the implementation of affirmative action programs for the recruitment and training for employment of minority, female, and/or economically disadvantaged persons. New training programs were instituted, and research continued into the efficacy of previous special training programs established in project areas.

Contents

1. Purpose of Rural Employment Outreach Model
2. Description of Project Demonstration Sites
3. Description of Activities for the Fourth year of the Rural Employment Outreach Project
4. Research Topics for the Fourth Year of the Rural Employment Outreach Project

U.S. Department of Commerce. TURNING THE TIDE: HOW COMMUNITIES ARE CREATING JOBS TO BOOST LAGGING ECONOMIES. U. S. Department of Commerce, July 1970. 74 p.

This publication is a compilation of 39 stories mainly reprinted from Economic Development concerning economically deprived communities in the U.S. that are making progress toward economic development. Photographs of workers and job site developments are included with each story.

Prager, Audrey, and Gettleman, Barry. JOB CREATION IN THE COMMUNITY. Cambridge, Massachusetts: Abt Publications, 1977. 175 p.

Abt Associates, Inc., conducted a study (mid-1976-early-1977) of the Massachusetts Local Initiatives Program (MLIP). The program was an attempt to create, by assisting local initiatives, meaningful, temporary jobs for approximately 280 unemployed and underemployed residents in communities in Massachusetts.

This book is a revised version of Abt Associates' final report in April 1977. Part 1 describes and evaluates the overall program. Part 2 consists of brief, concrete descriptions of each of the 26 MLIP projects.

Contents

PART ONE: EVALUATION OF THE MLIP PROGRAM

1. Introduction and Background
2. Evaluation of MLIP Objectives
3. Key Success Factors and Problem Areas
4. Net Costs of MLIP
5. Program Comparisons
6. An Afterword
7. Summary of Key Findings and Recommendations

PART TWO: PROJECT PROFILES

Rodgers, Charles S., and Stromsdorfer, Ernst W., et al. MINNESOTA WORK EQUITY PROJECT: FIRST INTERIM REPORT--EXECUTIVE SUMMARY. Cambridge, Massachusetts: Abt Associates, Inc., July 1979. 9 p.

The Executive Summary for the Minnesota Work Equity Project gives a list of 11 preliminary findings based on the first months of operation for the project. It also presents a brief discussion concerning three major policy questions posed by the U.S. Department of Labor: (1) the feasibility of large scale job creation for the disadvantaged or structurally unemployed; (2) the feasibility of establishing and administering a uniform work and training requirement; and (3) the effectiveness of the Work Equity consolidated administrative structure for future welfare reform initiatives. Other operational issues summarized are: disagreement on project goals; screening and assignment; job readiness appraisal; project population; barriers to employment; timely provision of services; and costs.

Rodgers, Charles, Stromsdorfer, Ernst W. MINNESOTA WORK EQUITY PROJECT: FIRST INTERIM REPORT. Cambridge, Massachusetts: Abt Associates, Inc., July 1979. 312 p.

The first in a series of semi-annual reports on the operation of the Minnesota Work Equity Project. The purpose of this report is to describe and analyze the project, to illustrate how it differs from other current welfare programs, to describe the participants, and to identify the major issues in its operation. This report primarily addresses: the feasibility of creating adequate public jobs for the participants, the feasibility of administering a uniform work and training requirement, and the appropriateness of the administrative structure established to oversee the project.

Contents

1. Introduction
2. Overview of the Work Equity Project
3. Administration
4. The Work Equity Delivery System
5. Creating Public Jobs
6. Work Equity Project Funding and Costs
7. Factors of Demand and Supply That Affect the Operation of Work Equity
8. Preview of the Labor Market and Welfare Experience of Work Equity Sample
9. Summary and Conclusions

Spring, William. JOB CREATION: THE PROJECT APPROACH IN NEW ENGLAND. Joint Economic Committee, Congress of the U.S. Washington, D.C.: USGPO, 1976. 29 p.

This study is the third in a series dealing with economic growth and employment opportunities. It examines some of the problems and successes of CETA funded programs in New England. Emphasis is given to the advantages of using the project approach to public service employment.

Contents

1. Introduction
2. The Origins of the Project Approach: The Policy and Politics of Public Job Creation
3. Bridgeport: CETA and Payroll Cutbacks
4. Boston Area CETA Housing Programs
5. Community Development and Employment Projects Elsewhere in New England

State Advisory Council for Vocational Education. CETA/VOCATIONAL EDUCATION--COORDINATION IN LOUISIANA: A SPECIAL TASK FORCE PROGRESS REPORT. Baton Rouge, Louisiana: State Advisory Council for Vocational Education, July 1979. 103 p.

A Special Task Force was established in January, 1979, to study the coordination of CETA Programs and Vocational Education in Louisiana. This publication is a report of the activities of the Task Force including the identification of problems and recommendations to improve the coordination between CETA Programs and Vocational Education

Contents

1. Overview of CETA (Comprehensive Employment Training Act/ Vocational Education Progress in Louisiana)
2. CETA Agreement
3. Minutes of the CETA/Vocational Education Task Force
4. CETA/Vocational Education Related Areas Chart Design
5. Governor's State Employment and Training Council
6. State Employment and Training Council
7. Representatives of Agencies, Business, Labor, General Public, Community-Based Organizations and Clients
8. Title-by-Title Summary of the Reauthorized CETA Programs
9. Appendix A
10. Appendix B
11. Appendix C
12. Prime Sponsors
13. CETA Training Programs
14. U.S. Department of Labor, Employment and Training Administration FY 1979 CETA Allocation Summary
15. Innovative Features of CETA
16. Federal Role Under CETA
17. CETA Youth Employment and Training Program Plan Narrative
18. CETA in Louisiana: A Statewide Cooperative Effort
19. State Board of Elementary and Secondary Education and State Department of Education
20. Vocational Education/Introduction
21. Vocational Education, Its Instructional Program Areas
22. Programs Offered in Louisiana State Trade and Vocational-Technical Schools
23. Louisiana State Board Members
24. State Board of Elementary and Secondary Education Functions and Responsibilities
25. Division of Vocational Education, State Department of Education Staff Members
26. General Functions and Objectives of the Division of Vocational Education
27. Federal Funds for Vocational Education, 1977-78
28. Definitions
29. Enrollments in Vocational Education Programs
30. State Plan and Accountability Report Advisory Committee

Taylor, Milton, and Peppard, Donald. JOBS FOR THE JOBLESS: DETROIT'S UNRESOLVED DILEMMA. East Lansing, Michigan: Michigan State University, 1976. 57 p.

The authors attempt to document that Detroit's unemployment problem is unsolvable in the present political and economic environment. They attempt to disprove that the economy of suburban areas is tied to urban survival. This is an interesting look at hard-to-employ jobless people by examining one city where unemployment was extremely high. Before effective job creation activities can be implemented, basic problems relating to unemployed must be solved.

Contents

1. The Rationale of the Study
2. Unemployment and an Orthodox Solution
3. The Renaissance Center Project
4. Public Service Employment
5. Summary and Conclusions

U.S. Department of Labor. RESEARCH AND DEVELOPMENT PROJECTS. Washington, D.C.: USGPO, 1978. 296 p.

This publication contains summaries for projects, reports and other significant publications completed between July 1975 and September 1978, funded by the Office of Research and Development of the Employment and Training Administration. Projects and publications are grouped by subject matter; institutional doctoral dissertations and small research project grants are listed separately. These summaries would be helpful to persons interested in developing future projects relating to job creation.

Contents

1. Program Planning and Administration
2. Programs and Techniques
3. The Labor Market
4. Economic and Social Policies
5. Institutional, Dissertations, and Small-Grant Research Projects
6. Foreign Trade and U.S. Investment Abroad

U. S. Department of Labor. WOMEN IN NONTRADITIONAL JOBS: A PROGRAM MODEL--DENVER: BETTER JOBS FOR WOMEN. Washington, D.C.: USGPO (#029-002-0050-9) 1978. 60 p.

This publication outlines the outreach programs designed to place women in apprenticeships or similar unsubsidized on-the-job training programs in the skilled trade occupations. The funding source for this program--Better Jobs for Women (BJW)--is CETA Title III. The appendix includes job descriptions for the five staff members of BJW and provides sample forms and reports used by the orgaization.

Contents

1. Apprenticeships
2. Program Costs and Administration
3. Recruitment, Orientation, Intake
4. Tutoring and Prevocational Counseling
5. Counseling and Supportive Services
6. Job Development, Placement, Post-Placement
7. Monitoring and Evaluation

SECTION 6:

Economic Factors

Academy for Contemporary Problems. A FOURTH STAGE IN NATIONAL DEVELOPMENT? AN ASSESSMENT OF RESEARCH ISSUES RELEVANT TO ECONOMIC DEVELOPMENT. Washington, D.C.: U.S.Department of Commerce, August 1978. 168 p.

The Office of Economic Research commissioned this study to answer the following questions:

(1) What are the changing economic development and adjustment problems of the nation, its regions, and communities?

(2) What are the implications of these shifts for Federal economic development policy?

(3) What research questions sould be satisfied to improve the information base for policy decisions?

(4) How do the present research plans of the Office of Economic Research compare to this independently-derived set of questions?

(5) What are the gaps in present research plans that should be filled to aid decisions concerning the future course of Federal economic development policy?

Contents

1. Economic Development Policy and Supporting Research Objectives
2. Shifting Patterns of Economic Development and Their Policy Implications
3. Economic Shifts
4. Population Shifts
5. Regional Shifts: Metropolitan Diffusion and Urban Distress
6. Regional Shifts: National Dispersal of Population and Employment
7. Energy and Resource Shifts
8. Taxonomy of Research Issues

Academy for Contemporary Problems. REVITALIZING THE NORTH-EASTERN ECONOMY--AN ACTION SURVEY. Washington, D. C.: Office of Economic Research, Economic Development Administration, November 1977. 248 p.

This report provides an important departure point for determining what can be done to enhance the Northeast's economic future. The report outlines various elements which might be considered in an initial economic development strategy, but does not attempt to assign priorities or to enumerate specific solutions. Rather, it identifies critical issues that should be addressed through cooperative public and private efforts. The report's underlying assumption is that if an economic development strategy is to be successful, the majority of regional leaders must perceive a need for change and commit themselves to active participation in revitalizing the region.

Contents

1. Purpose of the Survey
2. Conduct of the Survey
3. Summary of Findings
4. Summary of Recommendations
5. Defining the Region
6. Defining the Problem
7. Organizing for Action
8. Toward Revitalization Strategies
9. Strengthening the Factors of Production
10. Organizing for Action
11. Implementing a Strategy

Becker, Brian E., and Hills, Stephen M. TEENAGE UNEMPLOYMENT: SOME EVIDENCE OF THE LONG-RUN EFFECTS ON WAGES. Columbus, Ohio: Center for Human Resource Research, The Ohio State University, February 1979. 30 p.

The purpose of this study has been to provide some initial estimates of the long-run consequences of teenage unemployment. The research indicates: (1) teenage unemployment among out-of-school youth appears to have but a negative effect on the future wages of black teens; (2) the duration of unemployment has an effect on subsequent wages; and (3) indirect evidence shows that public training programs may partially offset the effects of the duration of unemployment.

Contents

1. Introduction
2. Analytical Framework
3. Data and Estimation Models
4. Discussion of Results
5. Summary: Conclusions

Boeing Aerospace Company. ECONOMIC DEVELOPMENT INFORMATION SYSTEM, TACOMA MODEL CITIES PROGRAM. Springfield, VA: National Technical Information Service, Janaury, 1973. 157 p.

The primary emphasis of this study was to investigate the design of an information system to support economic development of the model neighborhood. Part One of this document contains the system requirement for an Economic Development Information System (EDIS). It describes the model cities information flow, the present information sytem, and a list of information needs of the model cities staff. Part Two contains the proposed system concept developed to allow the most efficient integration into the existing and proposed city organization. It includes a geocoding capability which allows data aggregation for small geographic areas and allows small area analyses to be performed.

Contents

PART ONE: ECONOMIC DEVELOPMENT INFORMATION SYSTEM REQUIREMENTS FOR TACOMA MODEL CITIES

1. Introduction
2. Purpose
3. Scope
4. Summary
5. Model Cities Information System
6. EDIS Design Requirements

PART TWO: ECONOMIC DEVELOPMENT INFORMATION SYSTEM CONCEPT AND IMPLEMENTATION

7. Introduction
8. System Concept
9. EDIS Development

Blaug, Mark. EDUCATION AND THE EMPLOYMENT PROBLEMS IN DEVELOPING COUNTRIES. Geneva, Switzerland: International Labour Office, 1973. 89 p.

This study was financed by the Danish International Development Agency to assess the responsibility of educational authorities in solving the employment problems of less developed countries. There is an interesting discussion of unemployment being caused by (a) poverty and (b) an educated unemployment group. In developing countries, funds might be diverted from higher education to expand lower levels of education. One problem with this approach is whether unemployment will continue to be highest among young, poor? As young people mature, will they remain unemployed and create unemployment over a broader age range? These same questions may be appropriate to job creation in the United States.

Contents

1. The Employment Problem
2. Lessons From the Economics of Education
3. The Puzzling Economic Value of Education
4. Traditional Solutions
5. Radical Solutions
6. What Can Be Done?

Fethke, Gary D.; Policano, Andrew J., and Williamson, Samuel H. AN INVESTIGATION OF THE CONCEPTUAL AND QUALITATIVE IMPACT OF EMPLOYMENT TAX CREDITS. Kalamazoo, Michigan: W. E. Upjohn Institute for Employment Research, 1978. 114 p.

This publication explores the implications of the employment tax credit as a supply-management prerogative and analyzes the potential costs and benefits which may develop from such a program. By integrating their analysis of employment tax credit policy from the standpoint of the individual firm into a macroeconomic schema, the authors provide a unique view of the effect of employment tax credits on the entire economic system. The data, both qualitative and empirical, developed through this framework of micro and macroeconomic theory should thus be especially significant to those invovled in employment research and policy.

Contents

1. Introduction
2. Review of Employment Tax Credit Programs
3. Review of the Literature Pertaining to Economy-Wide Employment Tax Credit Programs
4. The Effects of Employment Tax Credits on Individual Firms

Gant, George F. DEVELOPMENT ADMINISTRATION. Madison, Wisconsin: The University of Wisconsin Press, 1979. 343 p.

This book describes development administration concepts, its expression in organization and in management systems, its applications in selected sectors, and its involvement in international relations. Each chapter ends with a "Note on Sources" section.

Contents

1. The Concept of Development Administration
2. Administration for Agricultural Production
3. Population Policy and Administration for Development
4. Administration for Educational Development
5. Management of the Public Enterprise Sector
6. Organization for Planning
7. Regional and Local Organization for Development
8. Budgeting for Development
9. Personnel Management for Development Administration
10. Institutions for Management Training and Research
11. The Impact of Foreign Aid on Development Administration
12. The Growing Global Bureaucracy

Henderson, Hazel. CREATING ALTERNATIVE FUTURES: THE END OF ECONOMICS. New York: Berkley Publishing Corp., 1978. 403 p.

This book helps to identify future job possibilities. The author states, "We must therefore now run our economy with a leaner mix of capital, energy and materials and a richer mix of labor and human resources." This is a series of writings by Henderson over the last 15 years. She is a leader in the field of alternative life styles. A number of the articles in the first part of the book deal with her feeling that economics can be biased toward whatever side is being presented. She presents statistics that contribute to the economics of alternative life styles.

Contents

Part I: The End of Economics

1. Recycling Our Culture
2. The Exhaustion of Economic Logic
3. The Finite Pie: The Limits of Traditional Economics and Making Resource Decisions
4. Sharing the Resource Pie
5. The Entrophy State
6. Let Them Eat Growth
7. Japan: Industrialisms, Bellwether
8. The Great Economic Transition
9. Inflation: The View From Beyond Economics
10. A Farewell to the Corporate State
11. Constraints Affecting the Future of a Resource Intensive Industry: Packaging
12. Autopsying the Golden Goose

Part II: Creating Alternative Futures

13. Coping with Organizational Future Shock
14. Creating Social Conflict: New Approaches to Social Mediation
15. Democratizing Media
16. Information and the New Movement for Citizen Participation
17. Forcing the Hand of the Deregulators
18. Awakening from the Technological Trends
19. Technology Assessment
20. The Decline of Jonesism
21. Citizen Movement for Greater Gloval Equity
22. Pluralistic Futurism
23. The Emerging "Counter Economy" Epilogue

Jusenius, Carol L., and Ledebur, Larry C. DOCUMENTING THE "DECLINE" OF THE NORTH. Washington, D.C.: U. S. Department of Commerce, June 1978. 14 p.

This paper examines economic difficulties of the Northern United States over the five-year period, December 31, 1969 to December 31, 1974. A state-by-state comparison of new firms, closure of firms, and firm migration rates is included. The findings indicate that differences do exist among the Northern States in their present as well as future well-being. Therefore, public policy aimed at reducing the "decline of the North" should be directed toward specific states and localities rather than the Northern region as a whole.

Contents

1. Introduction
2. A Regional Overview
3. Firm Death and Birth Rates
4. Firm Migration Rates
5. Conclusions

Kahn, Herman. WORLD ECONOMIC DEVELOPMENT: 1979 AND BEYOND. Boulder, Colorado: Westview Press, 1979. 519 p.

This book is part of a series by the Hudson Institute studies on "The Prospects of Mankind." It focuses on the period from 1978 to 2000. Kahn presents an optimistic view for the future of mankind. He supports rapid worldwide economic growth, Third World industrialization, and the use of advanced technology.

The book presents imaginative projections of new forms of social organizations and patterns of life that Kahn foresees as possible over the next century.

Contents

PART ONE: FRAMEWORK, CONCEPTS, PERSPECTIVES

1. The Big Picture--And Some Details
2. Economic Growth: Contexts, Scenarios, Images
3. Cultural Change and Economic Growth: The Emergence of the Fourteen New Emphases
4. A Speculative Overview of the Current Situation

PART TWO: THE REAL WORLD

5. Growing Pains: The Emerging Super-Industrial Economy, Malaise, and Inflation
6. Two and One Half Heroes of Development: South Korea, Taiwan, and Japan
7. More on the Rich, the Middle Income, and the Poor Countries
8. Recommendations, Observations, and Parting Polemics

Ledebur, Larry C. ISSUES IN THE ECONOMIC DEVELOPMENT OF NONMETROPOLITAN UNITED STATES. Prepared by Economic Development Administration, U. S. Department of Commerce. Springfield, VA: National Technical Information Service, January 1977. 22 p.

This publication is a brief discussion of current issues in the fields of rural and regional economic development. The report includes tables, maps and graphs.

Contents

1. The Economic Decline of Rural America: The Causal Forces
2. Rural Poverty: Incidence and Indicators
3. Issues in Regional Economic Development
4. The Goals of Economic Development
5. The Changing Context of Rural Economic Development

Matthews, William H., Ed. OUTER LIMITS AND HUMAN NEEDS: RESOURCE AND ENVIRONMENTAL ISSUES OF DEVELOPMENT STRATEGIES. Uppsala, Sweden: The Dag Hammerskjold Foundation, 1976. 102 p.

The basic question addressed in the book was "Can we meet basic human needs without transgressing resource and environmental outer limits?" The concept of echo development is presented in detail which calls for specific solutions to particular problems of the region in light of cultural as well as immediate needs. Environmental factors will affect the ability of a region or area to increase job opportunities.

Contents

1. The Concept of Outer Limits
2. Environment and Styles of Development
3. The Interaction of Ecological and Social Systems: Local Outer Limits and Development
4. A Methodological Approach for Estimating the Example of Energy Production

Meyer, Warren G., Ed. VOCATIONAL EDUCATION AND THE NATION'S ECONOMY, 7th Yearbook. Washington, D.C.: American Vocational Association, 1977. 391 p.

A comprehensive analysis of various economic factors pertaining to vocational education. The individual chapters are authored by leaders in the field of vocational education and include the following topics: (a) overview of the economics of education; (b) the economics of vocational education, (c) developing economic literacy through vocational education, which states the case for the need of greater knowledge in the area of economics for private citizens as well as for professionals in vocational education; and (d) economic roles, goals, and curricula for the six vocational education service areas.

Contents

Vocational Education and the Nation's Economy

Section I: The Economics of Education

2. An Introduction to the Economics of Education
3. Investment in Human Capital

Section II: Economics of Vocational Education

4. Toward Economic Goals and Objectives for Vocational Education
5. The Vocational Education Industry
6. The Economics of Planning Vocational Education
7. Cost-Benefit Analysis of Cost-Effectiveness Analysis in Education and Vocational Education
8. Decision Making Investments in Vocational Education
9. Programmatic Investments in Vocational Education

Section III: Developing Economic Literacy Through Vocational Education

10. What Vocational Educators Should Know About Economics
11. What All Workers Should Know About Economics
12. The State of Economic Literacy

Section IV: Economic Roles, Goals and Curriculum for the Major Vocational Education Service Areas

13. Economic Roles, Goals and Curricula in Agricultural Education
14. Economic Roles, Goals and Curricula in Business and Office Education
15. Economic Roles, Goals and Curricula in Distributive Education
16. Economic Roles, Goals and Curricula in Health Occupation Education
17. Economic Roles, Goals and Curricula in Home Economics Education
18. Economic Roles, Goals and Curricula in Trade and Industrial Education

Montgomery, John D. TECHNOLOGY AND CIVIL LIFE: MAKING AND IMPLEMENTING DEVELOPMENT DECISIONS. Cambridge, Mass.: MIT Press, 1974. 239 p.

The hypothesis is that scientists, technicians, economists, and politicians all look at development too narrowly. Few are concerned with "directly improving the quality of life and the physical and human environment for the masses of mankind" (p. 2). This book about Third World Politics is more concerned with micropolitics, small scale choices than with national or regional plans.

Development requires both organization and technology. The relationships among national planning, local option and individual choices is one of the main themes of this book. The author discusses the following questions:

> 1) Why does technological innovation occur at all? 2) Who wants it? 3) Who benefits from it? 4) How does participation in technological innovation affect government, private institutions, and individuals? 5) What do individuals have to do to take advantage of opportunities created by technology? 6) When and how does the modernizing change come, and how do the processes by which technology is diffused affect the course of modernization? 7) How can technological opportunities be designed to accommodate the dimensions of social need and capacity? and 8) How can planners link up the levels of decision making that affect the allocation of institutional and individual resources for the developmental purposes?

Contents

1. Aspirants to Modernization
2. Technology as Modernization
3. Modernizing Behavior
4. Agents of Change
5. Systems of Change
6. Decisions

Schrivner, William R., and Bowlby, Roger L. THE EFFECTS OF VOCATIONAL TRAINING ON LABOR FORCE EXPERIENCE: AN ANALYSIS OF THE TENNESSEE AREA VOCATIONAL TECHNICAL SCHOOL SYSTEM. Memphis: Memphis State University, 1971. 141 p.

The contents of this research report includes:

Chapter 1, The Economic Justification of Vocational Training, presents the theoretical case for investment in vocational training as an effective tool in raising the income level of the region.

Chapter 2, Review of the Literature, traces the historical development of the concept of human capital and presents review of applications of this concept to measurement of the benefits of investments in vocational training.

Chapter 3, The Study Population, contains a description of the sample procedure, data collection, and characteristics of the sample.

Chapter 4, Analysis of Wage Differences Among the Vocationally Trained and Non-Trained, contains the anlaysis of the wage data reported by the respondents in the questionnaire. This chapter also includes a summary of differences in labor force participation, unemployment, and occupational mobility among the two groups.

Chapter 5, Internal Analysis of Income (Social Security Earnings) Among the Vocationally Trained, contains the analysis of differences in earnings among various categories of former AVTS students based upon student characteristics and instructional program characteristics.

Chapter 6, Internal Rates of Return to AVTS Training, contains a brief description of the method of computing the internal rate of return in the findings.

This report has an interesting approach to investment in education and employment.

Stanback, Thomas, Jr., and Drennan, Matthew. THE TRANSFORMATION OF THE URBAN ECONOMIC BASE. Special Report No. 19. Washington, D.C.: USGPO, February 1978. 71 p.

The objective of this monograph was to provide insights regarding the nature of urban economic systems and their growth processes which will be useful in formulating developmental policy. The monograph analyzes metropolitan growth and examines major trends in suburbanization, regional shifts and demographic structure. It illustrates the differences among cities in terms of economic organization and opportunities and suggests priorities in formulating developmental policy.

Contents

PART ONE: INTRODUCTION

PART TWO: THE CONTRIBUTION OF URBAN ECONOMIC POLICY

1. The Export Base Model
2. How Growth Takes Place
3. Decentralizing Forces and Surburbanization
4. The Urban Hierarchy and the "Passing Down" of Functions
5. The Connections Between Demography and Economic Theory

PART THREE: RECENT TRENDS IN THE LIGHT OF THEORY

6. Limited Change in Export Specialization
7. Widespread Growth of the Local Sector
8. The Uneven Growth in Productivity
9. The Rise of Transfers as an Income Source
10. The Interdependence of City and Suburb
11. The Divergent Impacts of Demographic Trends

PART FOUR: ECONOMIC DEVELOPMENT IN PERSPECTIVE CONSTRAINTS AND OPPORTUNITIES

12. Some Key Observations
13. Adjustment and Stabilization Mechanisms and Possible Sources of Renewal
14. Implications for Developmental Policy
15. Summing Up: Leverage Points

U. S. General Accounting Office. UNEMPLOYMENT INSURANCE--INEQUITIES AND DISINCENTIVES IN THE CURRENT SYSTEM: REPORT TO THE CONGRESS OF THE UNITED STATES BY THE COMPTROLLER GENERAL. Washington, D.C.: 1979. 51 p.

Because unemployment compensation is based on gross income and because income tax and social security taxes have decreased net income, the incentive to return to work is lowered. Other factors which act as disincentives include stoppage of work related expenses such as child care. GAO's recommendations to Congress are:

> "Include unemployment compensation in taxable income. Reduce unemployment compensation by retirement income. Establish a uniform methodology for determining compensation" (p. iv).

Contents

1. Introduction
2. UC Recipients Often Have Little Financial Incentive to Work
3. Why Do Many UC Recipients Lose Little Income, Who Are They, and What Can Be Done About it?

Widner, Ralph R. MULTISTATE REGIONAL DEVELOPMENT ISSUES. Prepared by Academy for Contemporary Problems. Springfield, VA: National Technical Informaton Service, 1978. 26 p.

This report provides an overview of major subnational development issues of concern to public and private leaders in each of the major census regions. Multistate development problems are divided into two major categories: (1) interstate regional problems--those that transcend state boundaries and require cooperative action; (2) shared regional problems--those that exist in localities in each state of a region but do not necessarily require interstate cooperation. Interstate regional problems identified are: (1) energy development; (2) transportation; (3) water resource development; (4) other natural resource development; (5) interstate labor markets and metropolitan areas; and (6) rural poverty concentrations. Shared regional problems identified are: (1) urban economic distress; (2) unemployment concentrations; (3) underdevelopment in isolated rural areas; (4) infrastructure needs--new and renovated; and (5) growth management.

Contents

1. Multistate Development Issues and Regional Development Commissions
2. The Northeast
3. North Central
4. The South
5. The West
6. Conclusion

SECTION 7:

Illinois Manpower Information

Illinois Bureau of Employment Security. ANNUAL PLANNING INFORMATION REPORT: FISCAL YEAR 1980--STATE OF ILLINOIS. Chicago, Illinois: Illinois Department of Labor, Publications and Project Development Section, May 1979. 111 p.

The Annual Planning Information Report includes a review of employment developments and trends during 1978 and an evaluative outlook for fiscal year 1980. In addition, data on the total population and labor force are presented. The unemployed and persons in need of manpower services are discussed in the light of their identifying characteristics and special employment needs. Job opportunities and occupational developments and outlook provide a background for manpower and manpower-related programs. The Appendix includes over 50 pages of statistical tables, technical notes and definitions.

Contents

1. Introduction
2. 1978 in Review; Outlook for Fiscal 1980
3. Labor Supply and Demand
4. Unemployment in Illinois
5. Estimate of Need for Manpower Services

Illinois Employment and Training Council. ANNUAL REPORT 1978--EXECUTIVE SUMMARY. Springfield, Illinois: State of Illinois, March 1979. 16 p.

The purpose of this Executive Summary was to highlight the important features of the "Annual Report of 1978" submitted to Governor James R. Thompson by the Illinois Employment and Training Council (IETC). Those persons actively concerned with the experience of the Illinois employment and training community during 1978 should also examine the two major volumes published separately.

Contents

1. Introduction
2. Report of the Illinois Employment and Training Council
3. Action Agenda 80
4. The Data Profile Agenda
5. A View To The Future

Illinois Employment and Training Council. ANNUAL REPORT 1978. Springfield, Illinois: State of Illinois, March 1979. 66 p.

This is the first volume of the 1978 Annual Report (of the Illinois Employment and Training Council) and describes the Council's efforts toward developing a statewide employment and training perspective. It includes recommended policies for action concerning employment and training in Illinois as well as for action concerning the following issues in Illinois: (1) Equal Employment Opportunity and Affirmative Action, (2) Coordination of Resources, (3) Labor Market Information, (4) Youth Employment and Training, (5) Towards Long-Term Employment for Youth, (6) Emergency Action for Unemployed Youth, (7) Vocational Education Activity Awareness, (8) Target Groups: Recipients of Employment and Training Monies, and (9) Interstate Relationships.

Contents

1. Report of the Illinois Employment and Training Council
2. Action Agenda 80
3. The Data Profile Agenda
4. Report of the Governor's Youth Council
5. The IETC-SACAVTE Relationship
6. A View To The Future
7. References

Illinois Employment and Training Council. ANNUAL REPORT 1978--EMPLOYMENT AND TRAINING IN ILLINOIS: A NEEDS ANALYSIS AND OVERVIEW. Springfield, Illinois: State of Illinois, March 1979. 120 p.

This is the second volume of the 1978 Annual Report (of the Illinois Employment and Training Council) and includes a summary report of the employment and training services and activities provided by prime sponsors during the past three years, and by selected State agencies during 1978. The report also includes an analysis of certain significant results and impact of these activities, labor market and population analyses, and related data references.

Contents

1. Introduction
2. Labor Market and Employment Needs Analysis
3. Performance Overview of Employment and Training Services
4. Supportive Tables

Northwestern University. EDUCATIONAL PLANNING IN THE LABOR MARKET: LINKING OCCUPATIONAL EDUCATION TO REGIONAL ECONOMIC DEVELOPMENT, VOL. I. A study conducted jointly by the Graduate School of Management and School of Education, Northwestern University, Evanston, Illinois, June 1976. 250 p.

This is the first volume of the report of Northwestern's Vocational Education Planning Project. It describes the activities, results and recommendations of the two-year project started in the fall of 1974.

Contents

1. Introduction

PART ONE: THE LABOR MARKET AND EDUCATIONAL PLANNING

2. Vocational Education, Labor Markets and Regional Development and Planning
3. Defining Vocational Education Planning Regions
4. Education as an Institutional Labor Market Intermediary

PART TWO: PLANNING FROM THE SCHOOL PERSPECTIVE

5. Economic Development of the Metro East Region
6. Communication Channels in Vocational Education Planning
7. Vocational Planning in the Present Tense

PART THREE: GATHERING LOCAL LABOR MARKET INFORMATION FOR REGIONAL PLANNING

8. Employer Survey Procedures
9. Employer Survey Results and Analysis

PART FOUR: BUILDING A NEW MODEL FOR VOCATIONAL EDUCATION PLANNING

10. A Regional Model for Vocational Education Planning
11. Summary and Recommendations

Northwestern University. EDUCATIONAL PLANNING IN THE LABOR MARKET: EMPLOYER SURVEY DIRECTORY AND RESOURCE MANUAL, VOL. II. A study conducted jointly by the Graduate School of Management and School of Education, Northwestern University, Evanston, Illinois, June 1976. 250 p.

This is the second volume of the report of Northwestern's Vocational Education Planning Project. The purpose of Volume II "is to provide information which will assist vocational education teachers, counselors, school principals, teachers and administrators in establishing contact with people who will aid in planning occupational and training programs responsive to the needs and employment opportunities of Southwestern Illinois" (iv).

Part One lists publications and resources related to vocational education planning. Part Two presents the data from the 15-county Employer Survey done in Southwestern Illinois. Part Three is a directory of 679 employers who expressed an interest in assisting schools with vocational education planning efforts. Part Four gives instructions for reviewing and ranking local vocational education programs.

Contents

1. Information, Resources, and Publications
2. Southwestern Illinois Employer Survey: Jobs, Job Openings and Percent of Jobs Listed by Industry
3. Directory of Employer Survey Respondents
4. Instructions for Completing Planning Worksheets

State Advisory Council on Adult, Vocational and Technical Education. PUBLICLY FUNDED SKILL TRAINING AND ITS RELATIONSHIP TO COMMERCE AND INDUSTRY. Springfield, Illinois: T. A. Dotson and Associates, Inc., June 1979. 204 p.

The purpose of this study was to determine if publicly supported skill training programs were meeting the needs of those being educated and those seeking skilled workers. The report analyzes the existing State training system of Illinois. Particular attention was given to those factors influencing the placement of trainees in the private sector and how the private sector and public sector views each other. Some of the experiences of collaborative efforts between the public and private sector are cited.

Contents

1. Introduction
2. Executive Summary
3. Purpose of Study
4. Methodologies
5. Public Skill Training and the Law
6. Education and Commerce/Industry Surveys
7. State Agencies
8. CETA and Public Skills Training
9. Chicago Field Study

State of Illinois Commission for Economic Development. REPORT AND RECOMMENDATIONS TO GOVERNON JAMES R. THOMPSON AND THE 81st GENERAL ASSEMBLY. Springfield, Illinois: State of Illinois, January 1979. 88 p.

This report summarizes the findings and activities of the Commission for Economic Development for the 1978-79 legislative biennium. A listing of legislative recommendations follows the Introduction. Each recommendation is repeated within the body of the report. Photographs of Illinois economic activity compliment the reading. Summaries of special meetings held in Chicago, Decatur, Waukegan, Springfield, Marion and Ashkum are presented in the Appendix.

Contents

PART ONE: ANALYSIS

1. Economic Conditions
2. Industrial Development
3. Foreign Trade and Marketing
4. Ports and Waterways
5. Tourism and Promotion
6. Transportation
7. Government and Economic Development

PART TWO: APPENDIX--SUMMARY OF TESTIMONY FROM COMMISSION HEARINGS, MEETINGS AND SEMINARS

8. Steel Industry Meeting
9. Economic Conditions Seminar
10. Regulatory and Legislative Effects Meeting
11. Waukegan Port District Meeting
12. Steel Industry Hearing
13. Business Climate Hearing--Marion
14. Business Climate Hearing--Ashkum
15. Prior Recommendations of Commission

PART THREE: REFERENCE INFORMATION

16. Largest Illinois Manufacturing Employers
17. Largest Illinois Non-Manufacturing Employers
18. Largest Illinois Industrial Companies
19. State Comparative Statistical Data

Statewide Employment and Training Section of the Governor's Office of Manpower and Human Development (GOMHD). GOVERNOR'S GRANT PROGRAMS--HISTORICAL DEVELOPMENT AND PLANNING. Springfield, Illinois: GOMHD (now Department of Commerce and Community Affairs), September 1979. 46 p.

This document was written to assist council and committee members in developing recommendations for policy directions and priorities for the FY '81 Governor's Grant Programs. In providing a historical perspective of the Governor's Grant Programs, it summarizes the past areas of emphasis. A description of two programs--(1) the Supplemental Vocational Education Program and (2) the Vocational Education/CETA Linkage Program--is also presented.

Contents

1. Introduction
2. Historical Perspectives, FY '78-FY '81 Governor's Grant Programs
3. Overview--Governor's Grant Program
4. Description
5. FY '81 Planning Process

Task Force on the Future of Illinois. A WORKING PAPER ON THE FUTURE OF ILLINOIS. Carbondale, Illinois: Southern Illinois University, January 1979. 129 p.

The purpose of this working paper is to stimulate thought and informed discussion on the future of Illinois. It is based largely on information provided by State officials in response to a request for their views of basic conditions and trends that can be expected to influence the future of Illinois over the next twenty years if fundamental changes in public policy, private investment patterns, or life styles do not occur. For this reason, the material in this report does not represent formal "findings" by the Task Force; instead it reflects the "state of the art" regarding Illinois' future as seen by people who are in charge of State government.

Contents

1. Introduction
2. Facing Illinois' Future
3. People: Illinois' Future

PART ONE: ECONOMIC RESOURCES

4. Jobs in Illinois' Future
5. Money in Illinois' Future
6. Energy Use in Illinois' Future
7. Transportation in Illinois' Future
8. Housing in Illinois' Future

PART TWO: NATURAL RESOURCES

9. The Future of Agriculture in Illinois
10. Coal in Illinois' Future
11. Other Mineral Resources
12. Water in Illinois' Future
13. Air in Illinois' Future
14. Hazardous Waste and Illinois' Resources in the Future
15. Natural Areas and Open Space in Illinois' Future

PART THREE: HUMAN SERVICES

16. Human Services to Dependent Populations
17. The Future of Elementary and Secondary Education in Illinois
18. Higher Education in the Future of Illinois
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20. Where Do We Go From Here?

Task Force on the Future of Illinois. A WORKING PAPER ON THE FUTURE OF ILLINOIS. Carbondale, Illinois: Southern Illinois University, January 1979. 129 p.

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SECTION 8:

National Manpower Policies

Barton, Paul E., and Fraser, Bryna Shore. BETWEEN TWO WORLDS: YOUTH TRANSITION FROM SCHOOL TO WORK--VOLUME 3: NEW RESEARCH AND MEASUREMENTS. Washington, D. C.: Center for Education and Work, National Manpower Institute, August 1978. 77 p.

This last volume (of a three-volume report) deals with research and meaurement needs in the transition from school to work. In Part I, the need to develop an ongoing system of "transition indicators" is discussed. In Part II, the case is made that there is a need to provide incentives for competent researchers to synthesize disparate pieces of knowledge, so that policy officials can know what is presently known only to a few. Part III identifies important gaps in knowledge that could be filled by new survey research efforts. The other volumes of this report are: Volume 1--Problems, Conditions, and Issues; Volume 2--Programs and Experimentation.

Contents

PART ONE: TRANSITION INDICATORS: A STRATEGY FOR TRACKING CHANGE

1. Need for a System of Transition Indicators
2. Keeping Up With Changing Concepts
3. The Content of Transition Indicators
4. Initial Steps

PART TWO: KNOWING WHAT IS KNOWN

5. Separatist and Fragmenting Forces
6. Parallels in Research Leadership
7. A Proposal

PART THREE: FILLING SURVEY RESEARCH GAPS

8. Occupational Knowledge and the Transition
9. Barriers in Law, Practice, and Regulation
10. The Nature of Teenage Work
11. Central City Youth Unemployment
12. Job Performance and Credentialing
13. Work Experience and the Transition to Work
14. Labor Market Information and Vocational Education Planning

Clark, Robert. ADJUSTING HOURS TO INCREASE JOBS: AN ANALYSIS OF THE OPTIONS. A Special Report of the National Commission for Manpower Policy, Special Report No. 15, September 1977. 69 p.

In this report, Dr. Clark examines the issue of reducing unemployment by decreasing the working hours of those employed and thus creating more jobs. The purpose of this study was to provide the background information necessary for developing work force policies concerning the issue stated above. Dr. Clark ends the report with several proposals aimed at solving the unemployment problem.

Contents

1. Worklife Changes and the American Labor Foce
2. Demand Fluctuations and Manpower Decisions
3. Existing Public Policy Influencing Employment Decisions by Firms
4. Labor Supply and Public Policy
5. Transforming Reduced Hours Into Jobs
6. Jobs for the Hard-to-Employ
7. A Policy Agenda

Committee on Department of Labor Manpower Research and Development. KNOWLEDGE AND POLICY IN MANPOWER: A STUDY OF THE MANPOWER RESEARCH AND DEVELOPMENT PROGRAM IN THE DEPARTMENT OF LABOR. Washington, D.C.: National Academy of Sciences, 1975. 171 p.

This report is divided into two parts. Part One discusses issues related to social science R & D in government and to manpower policy and manpower study and presents the Committee's findings and recommendations. Part Two provides a historical and descriptive view of the institutional and policy context within which the manpower R & D program has operated. Each of the five chapters in Part Two highlights a critical dimension of OMRD and its actions in a mission-oriented government setting. The appendix presents the methods and lists the sources used by the Committee in conducting the study. The report provides a positive view of the accomplishments and the future benefits of R & D in manpower programs and policies.

Contents

PART ONE: THE MANPOWER R&D PROGRAM: AN EVALUATION

1. Introduction: Evaluating Social Science Research and Development in Government
2. Manpower Policy and Manpower Study
3. Findings
4. Recommendations

PART TWO: MANPOWER R&D IN A MISSION SETTING

5. National Manpower Policy
6. Manpower R & D Programs
7. The Office of Manpower Research and Development
8. OMRD Operations
9. Utilization--The Uncertain Connection

Ezekiel, Mordecai. JOBS FOR ALL THROUGH INDUSTRIAL EXPANSION. 2nd ed. New York: Alfred A. Knopf, 1939. 299 p.

Although written before World War II, this book points out the need for public investment as well as advanced planning of production in private industry to create jobs. Ezekiel proposed a system to regulate private industry so that employment and production would be more steady. This book was written at the end of the depression when unemployment and the related social problems were rampant.

Contents

Part 1, The Proposal
Part 2, Labor
Part 3, Industry and Business
Part 4, Other Special Interests
Part 5, Administration
Part 6, Alternative Proposals
Part 7, Political Aspects

Friedlander, Stanley L. UNEMPLOYMENT IN THE URBAN CORE: AN ANALYSIS OF THIRTY CITIES WITH POLICY RECOMMENDATIONS. New York: Praeger Publishers, 1972. 255 p.

This book presents the findings from a study of urban unemployment in thirty major U. S. cities. It focuses on the central city, the slum areas within central cities, youth unemployment in the slums, and unemployment among nonwhites. To analyze the determinants of unemployment, the author uses data from two contrasting periods--1960, a recession year, and 1966, a year of rapid economic growth and low unemployment. Friedlander draws a large number of conclusions from his study, many of which run counter to conventional views at the time of publication. He presents specific and general recommendations especially concerning the role of city governments in urban renewal, welfare and the control of crime. Friedlander's strong feelings are illustrated in his final comment: either the American people face up to the cancerous condition of urban unemployment and seek radical therapy or they risk the demise of their society.

Contents

1. Introduction: Selective Prosperity
2. Economic Factors in Urban Unemployment
3. Structural Factors in Urban Unemployment
4. Slum Employment
5. Youth Unemployment in Slum Areas
6. "Making It and Getting By": Employment Patterns and Unemployment Problems of Black Youth in Harlem
7. A Review of the Findings: In Search of a Foundation for Policy
8. Policy Recommendations

Hallman, Howard W., Crawford, Everett, and Briscoe, Alden F. JOBS FOR ALL: EMPLOYMENT AND MANPOWER PROGRAMS FOR THE SEVENTIES. Washington, D.C.: Center for Governmental Studies, September 1972. 199 p.

This book is the result of a study focusing upon "practical administrative and organizational issues in the decentralization of federal manpower programs to the state and local levels" (i). The authors give their views on the organization of manpower services systems, national manpower policy, manpower policy's role toward the goal of full employment, fiscal and monetary policies, and economic stabilization policies.

Contents

PART ONE: NATIONAL MANPOWER POLICIES

1. The Goal of Full Employment
2. Employment Policies and Programs
3. Formulating Manpower Policies
4. A New Manpower Report
5. The Manpower Report
6. What About Inflation?
7. Jobs and Income
8. Emerging Employment Issues

PART TWO: COMPREHENSIVE SERVICES DELIVERY SYSTEM

9. Need for a Manpower Services System
10. People-Oriented Elements of the Sytem
11. Job-Oriented Elements of the System
12. Local Administration: The Prime Sponsor
13. State Administration: The Middleman
14. National Administration: Putting it All Together

Institute of Labor and Industrial Relations. University of Michigan - Wayne State University. JOB DEVELOPMENT FOR THE HARD-TO-EMPLOY. Washington, D.C.: U. S. Department of Labor. Manpower Administration Contract No. 82-24-68-20, 1968. 120 p.

This early book on employment of the disadvanteged stresses the need for job developers to have a unique set of abilities. By 1968, the lack of communication between agencies involved is cited as a major cause of failure of programs aimed at the unemployed. "There is a strong tendency for people who are involved in these programs...to react to job development problems in terms of vested agency interest rather than to common goals and targets" (p. 2). Concentrated Employment Programs (CEP's) were the work force programs in 1968.

Contents

Part I: Experience With Job Development and Concentrated Employment Programs

1. Formal Structure and Programmatic Aspects of the Concentrated Employment Programs

Part II: Basic Propositions and Concepts in Job Development

1. The Basic Elements of Job Development
2. The Structure and Organization of Job Development
3. The Problems of Administration and Management of Job Development
4. Approaching the Employer for Job Development
5. Job Development in Rural Areas
6. Working with Unions in Job Development
7. Job Development in the Public Sector: New Careers and Subprofessionalism
8. Concluding Comments on Job Development for the Hard-to-Employ in Concentrated Employment Programs

Kolberg, William H. DEVELOPING MANPOWER LEGISLATION. Washington, D.C.: National Academy of Sciences, 1978. 89 p.

This volume is the personal story of a government official who played a major role in shepherding the Comprehensive Employment and Training Act (CETA) and related programs through the executive and legislative branches of government between 1973 and 1977. It includes discussion of how the recession of 1974-75 caused the alteration of both CETA and unemployment insurance laws.

Contents

1. Achieving Manpower Reform--The Comprehensive Employment and Training Act
2. Embargo, Inflation, and Recession
3. Shoring Up Our First Line of Defense
4. Public Service Jobs--The Manpower Battleground

Leonardson, Gene S., and Nelson, David M. RURAL ORIENTED RESEARCH AND DEVELOPMENT PROJECTS: A REVIEW AND SYNTHESIS. U. S. Department of Labor, Employment and Training Administration, R & D Monograph 50. Washington, D. C.: U. S. Government Printing Office, 1977, Stock No. 029-000-00287-8. 134 p.

This document is intended primarily for use by researchers, planners and directors of employment and training programs in rural areas currently funded by the Comprehensive Employment and Training Act (CETA) and other legislation. It summarizes the findings presented in seventy-one research reports and other publications (1963-75) which have been funded by the Office of Research and Development (ORD), Employment and Training Administration, U. S. Department of Labor. A separate section of each chapter provides suggestions for future research which would be of immediate benefit to employment and training program planners and directors.

Contents

1. Introduction
2. The Demand for Rural Labor
3. The Supply of Rural Labor
4. Employment and Training Programs for Rural Areas: Design and Experience
5. Conclusions

Lesh, Seymour; Newman, Jeffrey; Jordan, Killian; and Cash, Charlotte. YOUTH SERVING THE COMMUNITY: REALISTIC PUBLIC SERVICE ROLES FOR YOUNG WORKERS. U. S. Department of Labor, Employment and Training Administration, R & D Monograph 68. Washington, D.C.: U. S. Government Printing Office, 1979, Stock No. 029-000-00370-1. 149 p.

This monograph presents information on public service jobs projects which are particularly suitable or can be adapted for youth. The first section of the monograph identifies and discussed some of the key elements, problems, and considerations involved in undertaking public service jobs projects suitable for youth. The second edition includes project descriptions of selected projects for youth in 10 areas. This monograph should be helpful to prime sponsors and other program operators who are interested in innovative project development.

Contents

1. Getting a Youth Project Underway
2. Selected Projects for Youth -- Housing
3. Selected Projects for Youth -- Health
4. Selected Projects for Youth -- Environment and Conservation
5. Selected Projects for Youth -- Social Services
6. Selected Projects for Youth -- Public Safety
7. Selected Projects for Youth -- Public Works
8. Selected Projects for Youth -- Cultural and Beautification
9. Selected Projects for Youth -- Education
10. Selected Projects for Youth -- Economic and Community Development
11. Selected Projects for Youth -- Clerical and Administrative

Levitan, Sar A., and Mangum, Garth L. Federal Training and Work Programs in Sixties. Ann Arbor, MI: Institute of Labor and Industrial Relations, 1969. 451 p.

This book presents the history of the development of training programs in the 1960s for the unemployed and disadvantaged. Various manpower programs that existed during this period and evaluated. Recommendations are made in the administration of programs to provide for a more effective delivery of services.

Contents

1. Emergence of the Programs
2. Manpower Development and Training Act
3. Reorienting Vocational Education
4. Job Corps
5. Neighborhood Youth Corps
6. Work Experience and Training
7. Vocational Rehabilitation
8. Reorienting the Federal-State Employment Service
9. To Coordinate, Consolidate or Concentrate

Levitan, Sar A., Mangum, Garth L., Marshall, Ray. HUMAN RESOURCES AND LABOR MARKETS, 2nd ed. New York: Harper and Row, Publishers, 1976. 631 p.

This textbook attempts to integrate the areas of human resource development, labor market economics, and economic theory. A thorough discussion of those topics is provided as well as information concerning manpower policies in other countries and a review of major issues for the future of human resource development in the U.S.

Contents

1. Human Resource Development in Perspective

PART ONE: LABOR MARKET DYNAMICS

2. Work Life, Work Time, and Mobility
3. Labor Force Participation and Unemployment
4. Shifting Composition of Employment
5. Women at Work
6. Measurement and Forecasting
7. The Structure of Labor Markets

PART TWO: PREPARATION FOR EMPLOYMENT

8. Education in Human Resource Development
9. The Role of Higher Education
10. Apprenticeship and On-The-Job Training
11. The Goals of Career Education

PART THREE: REMEDIAL MANPOWER PROGRAMS

12. The Emergence of Manpower Programs
13. The Techniques of Public Manpower Planning
14. The Role of Public Employment Service
15. Work and Welfare
16. Lessons from Manpower Programs

PART FOUR: MINORITY INCOME AND EMPLOYMENT

17. Economic Theory of Racial Discrimination
18. Black Employment and Income
19. Americans of Spanish Origin
20. The Isolated Indians
21. Combating Discrimination in Employment

PART FIVE: LABOR MARKETS AND ECONOMIC POLICY

22. Manpower and Economic Policies
23. The Role of Unions and Collective Bargaining
24. Industrialization and Rural Development
25. Comparative Manpower Policies
26. Issues for the Next Decade

Levitan, Sar A., and Zickler, Joyce K. THE QUEST FOR A FEDERAL MANPOWER PARTNERSHIP. Cambridge, Massachusetts: Harvard University Press, 1974. 131 p.

This study reviews the development of manpower program administration and planning during the nearly twelve years that elapsed between the passage of the Manpower Development and Training Act and the Comprehensive Employment and Training Act (CETA). It traces the growth of the Federal manpower system and the role played by the Federal, state, and local levels of government and private groups in shaping and implementing the system. The authors examine the models that were designed to provide comprehensive or consolidated manpower services. They also speculate on the effects CETA will have on manpower services. Much data for this study was collected from six case studies--(1) Boston, (2) Albuquerque, (3) Cleveland, (4) District of Columbia, (5) Milwaukee, and (6) San Diego.

Contents

1. The Evolving Manpower System
2. Manpower Administration: The Pieces of the Puzzle
3. Manpower Planning: Coordination on Paper
4. Comprehensive Programs: New Systems to Repair the Old
5. The Outlook for the Manpower System

Levitan, Sar A.; Mangum, Garth L.; and Taggart, Robert, III. ECONOMIC OPPORTUNITY IN THE GHETTO: THE PARTNERSHIP OF GOVERNMENT AND BUSINESS. Baltimore: Johns Hopkins Press, 1970. 84 p.

This study represents an overview of urban problems rather than a case study of urban problems. Three types of programs were evaluated: (a) programs which open existing jobs to ghetto residents rather than commuters, (b) programs which would create new jobs in or near the ghetto and (c) programs which would promote buisness ownership by minority group members. The authors indicated that the first option was most viable. They believed this could be accomplished by giving employers incentives to hire residents of the area and use established programs to train people for jobs. Costs are high for all types of programs. Businessmen can be induced to work for socially desired ends, only when their profitability is not affected. Creating new employment opportunities in inner cities is closely linked to profit in the private business sector.

Contents

1. The Partnership of Government and Business
2. Private Involvement in Manpower Programs
3. Attracting Businesses to the Ghetto
4. Developing Minority Businesses in the Ghetto
5. Economic Opportunity in the Ghetto: A Perspective

Mangum, Garth, and Walsh, John. EMPLOYMENT AND TRAINING PROGRAMS FOR YOUTH: WHAT WORKS BEST FOR WHOM? A Report Prepared for the Office of Youth Programs, U. S. Department of Labor by the National Council on Employment Policy and The Olympus Publishing Co., 1978. 207 p.

This report is a synthesis of available literature written between 1960 and 1977 on employment and training programs for youth. The literature search included over 300 publications along with interviews with numerous governmental groups. Chapters 1 and 2 are background chapters. Chapters 3 to 8 include a summary of information for successful implementation of programs. A complete bibliography of the literature is included in the report.

Contents

1. Criteria for Program Evaluation
2. Youth Unemployment in Perspective
3. Outreach and Assessment
4. Subsidized Employment
5. Classroom or Institutional Training
6. On-the-Job Training
7. Counseling and Supportive Services
8. Placement
9. The "For Whom" Factor
10. Lessons from Experience

National Center for Productivity and Quality of Working Life. THE FUTURE OF PRODUCTIVITY. Washington, D. C.: National Center for Productivity and Quality of Working Life, Winter 1977. USGPO (#052-003-00524-7). 139 p.

This publication presents 8 papers prepared for a conference on productivity by leading researchers, together with analyses and critiques by economists from trade unions and business organizations..

Contents

1. Productivity Growth: Challenge to the United States
2. American Productivity Yesterday and Today
3. Productivity Outlook: U. S. Economy to 1985
   a. Productivity Outlook to 1985: Summary of BLS Projections
   b. Some Factors Influencing Future Productivity Growth
   c Analysis and Critique
4. Productivity Outlook: Major Sectors 1985-90
   a. Outlook for Technological Change and Agricultural Productivity Growth Through the Year 2000
   b Manufacturing Productivity Growth, Capital Formation and Policy--Outlook and Options to 1990
   c. The Emerging Fecundity of Service
   d Analysis and Critique
5. Productivity Outlook: U.S. and Foreign Countries
   a. Future Prospects for Productivity Growth in Japan
   b. Productivity Trends and Prospects in Continental Western Europe, 1950-90
   c. The 1990 Outlook for Productivity in the United Kingdom
   d. Analysis and Critique
6. A Scientist's Views
   a. Science and Technology's Future Impact on Productivity
7. Biographical Sketches

National Center for Productivity and Quality of Working Life. PRODUCTIVITY IN THE CHANGING WORLD OF THE 1980's. The Final Report of the National Center for Productivity and Quality of Working Life. Washington, D.C.: USGPO, (052-003-00578-6), 1978. 140 p.

This report is a review of the Center's activities from October 1, 1977 to September 30, 1978 and summarizes the activities of the Center since it was established in 1975. The report emphasizes the need and gives recommendations for establishing a national policy for improving productivity.

The appendix includes a complete listing of the Center's publications and of Center-sponsored studies, reports, articles, and other activities, a listing of productivity and quality of working life centers, as well as a brief summary of some of the productivity-related projects of other Federal agencies.

Contents

1. Needed: A National Program to Improve Productivity
2. Pursuing Our National Goals
3. Reasons for Concern
4. Improving the Nation's Productivity
5. Improving Productivity in Major Sectors
6. An Agenda for National Action

National Commission for Manpower Policy, CETA: AN ANALYSIS OF THE ISSUES. A Special Report of the National Commission for Manpower Policy, Special Report No. 23, USGPO, May 1978. 241 p.

This report is a collection of background papers to provide the necessary information to formulate The Third Annual Report of the Commission, An Assessment of CETA. The tables used to support the writings are included within the report.

Contents

1. Introduction and Summary
2. Overview of the Program
3. Target Groups
4. Program Outcomes
5. Funding Formulas
6. Program Information Systems
7. Performance Measurement in the CETA System

National Commission for Manpower Policy. THE BUSINESS SECTOR IN EMPLOYMENT POLICY: A CONFERENCE REPORT. A Special Report of the National Commission for Manpower Policy, Special Report No. 31, Nov., 1978. 111 p.

This publication is a report of the conference held in Washington, D.C., cosponsored by the National Commission for Manpower Policy and the Business Roundtable (an organization of the Chief Executive Officers of approximately 200 of the nation's largest corporations). The report is divided into three main sections: (1) a summary of the conference proceedings, (2) separate reports of the comments by eight of the conference panelists, and (3) a report of the conference highlights. The Appendix includes the conference agenda, a list of the participants, and a statement of the Business Roundtable employment policy recommendations. These recommendations are important because of the increased role the private sector will have in implementing future job creation activities.

Contents

1. Summary of Conference Proceedings by William H. Kolberg
2. Prepared Rmarks of Conference Panelists
   A. Mancolm Lovell, Jr., President, Rubber Mfg. Assn.
   B. Thomas A. Murphy, Chairman, General Motors Corp.
   C. Ernest Green, Asst. Secy. for Employment and Training, U. S. Department of Labor
   D. Franklin A. Lindsay, Chairman, Itek Corporation
   E. Lloyd Hand, President, National Alliance of Business
   F. Charles J. Pilliod, Jr., Chairman, The Goodyear Tire and Rubber Co.
   G. Isabel V. Sawhill, Director, National Commission for Manpower Policy
   H. Reginald H. Jones, Chairman and Chief Executive Officer, General Electric Co.
3. Conference Postscript, Eli Ginzberg

National Commission for Manpower Policy. COMMUNITY BASED ORGANIZATIONS AND MANPOWER PROGRAMS AND POLICY: A CONFERENCE REPORT. Report of the National Commission for Manpower Policy, Special Report No. 16, October, 1977. 136 p.

This publication is a report of a conference sponsored by the National Commission for Manpower Policy focusing on the role comunity-based organizations have in reducing unemployment, especially for urban disadvantaged and in rural areas. The appendices include: a list of conference participants, a paper presenting background information, two written papers submitted to the conference, and four post-conference papers.

Contents

1. Conference Report
2. Conference Addresses
3. Appendices

The National Commission for Manpower Policy. DIRECTIONS FOR A NATIONAL MANPOWER POLICY: A REPORT ON THE PROCEEDINGS OF THREE REGIONAL CONFERENCES. Special Report No. 13. Washington, D.C.: USGPO, December 1976. 167 p.

This volume contains summaries of the discussions and recommendations of three regional conferences sponsored by the National Commission for Manpower Policy focusing on the development of national manpower policy with an emphasis on youth employment, the coordination of macro-economic and manpower policies, and the assessment of the manpower delivery system. In addition to a summary of proceedings, speeches and papers delivered at the conference, the report includes comments of participants, a list of discussion questions used, and a list of conference participants.

In the Commission's companion volume, DIRECTIONS FOR A NATIONAL MANPOWER POLICY: A COLLECTION OF POLICY PAPERS PREPARED FOR THREE REGIONAL CONFERENCES, Special Report No. 14, December 1976, the full text of the background papers and selected speeches of these conferences is provided.

National Commission for Manpower Policy. DIRECTIONS FOR A NATIONAL MANPOWER POLICY: A COLLECTION OF POLICY PAPERS PREPARED FOR THREE REGIONAL CONFERENCES. Special Report No. 14. Washington, D.C.: USGPO, December 1976. 274 p.

This volume contains the background papers and selected speeches delivered at three regional conferences sponsored by the National Commission for Manpower Policy. The conferences focused on the development of national manpower policy with respect to youth employment, the coordination of macro-economic and manpower policies, and the assessment of the manpower delivery system. A summary of the discussions and recommendations of these three conferences is presented in an accompanying Commision publication, DIRECTIONS FOR A NATIONAL MANPOWER POLICY: A REPORT ON THE PROCEEDINGS OF THREE REGIONAL CONFERENCES, Special Report No. 13, December 1976.

Contents

1. Defining the Dimensions of a National Manpower Policy
2. Manpower Policies and the National Economy
3. Manpower Policy Goals for Urban America
4. Manpower and Rural-Urban Balance
5. Manpower Policy for Balanced Economic Growth
6. The Dilemmas of Renewing an Active Manpower Policy
7. Should Full Employment be a Major National Goal
8. Full Employment: The Challenge Before Us
9. The Interface of Public Policies and Economic Development
10. Do Our Statistics Measure the Real Labor Market Hardships
11. Youth Unemployment: Towards a Comprehensive Solution
12. Youth Unemployment, Bridge Jobs and National Policy

National Commission for Manpower Policy. JOB CREATION THROUGH PUBLIC SERVICE EMPLOYMENT: SUMMARY OF FINDINGS AND RECOMMENDATIONS, Vol. I. An Interim Report to the Congress of the National Commission for Manpower Policy, Report No. 6, March 1978. 101 p.

This is Volume I of a three-volume report presenting the results of a study done in 1977 to examine the net employment effects of Public Service Employment (PSE) programs. Volume I contains the findings and recommendations of the Commission, an overview of the research and a summary of the Commission's field reviews on PSE.

Contents

1. Introduction
2. The Role of PSE in National Manpower Policy and Programming
3. Commsssion's Findings with Respect to the Net Employment Effects of PSE
4. The Future of PSE: Open Issues
5. Concluding Observations

National Commission for Manpower Policy. JOB CREATION THROUGH PUBLIC SERVICE EMPLOYMENT: MONITORING THE PUBLIC SERVICE EMPLOYMENT PROGRAM, VOL. II. An Interim Report to the Congress of the National Commission for Manpower Policy, Report No. 6, March 1978. 248 p.

This is Volume II of a three-volume report presenting the results of a study done in 1977 to examine the net employment effects of Public Service Employment (PSE) programs. The Brookings Institute monitored two of the major PSE programs, Title II and Title VI of the Comprehensive Employment and Training Act (CETA). Volume II is a report of the field data collected by the Brookings Institutions from 42 jurisdictions receiving PSE funds.

Contents

1. Introduction
2. A Brief History of Public Service Employment Programs
3. A Discusion of the Displacement Issue
4. Fiscal Effects
5. Activities and Characteristics of PSE Participants
6. Organization and Administration of the PSE Program
7. Policy Implications

National Commission for Manpower Policy. JOB CREATION THROUGH PUBLIC SERVICE EMPLOYMENT: COMMISSIONED PAPERS, VOL. III. An Interim Report to the Congress of the National Commission for Manpower Policy, Report No. 6, March 1978. 234 p.

This is Volume III of a three-volume report presenting the results of a study done in 1977 to examine the net employment effects of Public Service Employment (PSE) programs. Volume III contains four papers, prepared for the Commission's use, by various scholars in the field of PSE.

Contents

I. Evaluating the Economic Stimulus Package from an Employment and Training Perspective,
II. Public Service Employment as Macroeconomic Policy,

1. Public Service Employment as Fiscal Policy
2. Public Employment, Welfare and Unemployment Insurance
3. Targeting PSE Jobs to Minimize Inflation
4. Wage Subsidies as an Alternative to PSE
5. Implications for the Design of PSE Programs

III. Study of the Net Employment Effects of Public Service Employment--Econometric Analyses,

1. Introduction
2. The Relationship Between Fiscal Substitution and Net Job Creation
3. An Evaluation of the Econometric Studies of PSE
4. Changing the Assumptions of the Fiscal Substitution Models
5. Improving Econometric Analyses of the Net Job Creation Effects of PSE

IV. An Essay on Subsidized Employment in the Public Sector,

1. The Varieties of Subsidized Public Employment Policies
2. Public Service Employment as A Grant-in-Aid
3. The Definition of Objectives
4. The Product can be Readily Observed
5. The Product is Produced and Purchased at Minimum Cost
6. Enforcement of the SEPS Contract
7. Summary and Conclusions

The National Commission for Manpower Policy. LABOR'S VIEWS ON EMPLOYMENT POLICY--A CONFERENCE REPORT. Special Report No. 25. Washington, D.C.: USGPO, July 1978. 132 p.

This report contains a summary of the conference attended by a representative group of labor leaders concerning a wide range of employment policy issues. An integral part of the interchange at the Conference involved a review by the Commission of the policy positions in the manpower arena developed by the AFL-CIO at its Twelfth Constitutional Convention, December 1977, as well as the supplementary submissions received from several of the participants expanding on issues which arose at the conference.

Contents

PART ONE: CONFERENCE SUMMARY

1. Introduction
2. Full Employment and Balanced Economic Growth
3. Addressing Structural Unemployment
4. Countercyclic Strategies
5. Income Transfer and Employment Policies
6. International Trade
7. Conclusions

PART TWO: CONFERENCE ADDRESSES

1. Remarks by Robert J. Brown, Under Secretary of Labor, U. S. Department of Labor
2. Remarks by Thomas Donahue, Executive Assistant to the President, AFL-CIO

National Commission for Manpower Policy. THE QUEST FOR A NATIONAL MANPOWER POLICY FRAMEWORK. Special Report No. 8. Washington, D.C.: USGPO, (#052-003-00176-4), April 1976. 69 p.

The paper was a first effort to set out the parameters of a national work force policy, and identified many principles that should help in developing such a policy. The paper goes further and distinguishes the different roles that work force policy must play in different economic settings and it identifies and explores the interfaces between work force policies and a large number of related policies, particularly economic policy.

Contents

1. Introduction
2. The Rationale for a National Manpower Policy Framework
3. A Broad Overview and Outline
4. Manpower Policy Measures and Their Use
5. Key Policy Areas to be Addressed in Developing a National Manpower Policy Framework
6. Summary and Conclusion

National Commission for Manpower Policy. TRADE AND EMPLOYMENT. Special Report No. 30. Washington, D.C.: USGPO (#052-003-00717-7), November 1978. 336 p.

This report contains four papers which focus on how U. S. international trade policy effects jobs, income and careers of American workers. International affairs has influenced the job creation capabilities of the private and public sectors in the U.S.

Contents

1. The Impact of Manufacturing Trade on Employment
2. Impact of Import Penetration on Labor in Selected U. S. Industries and Related Problems of Adjustment
3. Strategies for Adjustment Assistance: Experience in the United States and Abroad and Implications for Future U. S. Programs
4. The Impact of Changes in Manufacturing Trade on Selected Employment Patterns--Progress Report
5. Conference Summary
6. Remarks of Selected Participants

The National Commission for Manpower Policy. WORK TIME AND EMPLOYMENT: A CONFERENCE REPORT. Special Report No. 28. Washington, D.C.: USGPO, (#052-003-00686-3), October 1978. 455 p.

This report contains the background papers and an extended report of the conference discussions concerning work time and employment decisions in the U.S. The papers address many of the factors that influence individual labor supply behavior, demand by firms for workers, and hours per worker.

Contents

PART ONE: SUMMARY OF THE PROCEEDINGS

1. Work Time and Employment Decisions: Overview

PART TWO: WORK TIME TRENDS

2. Hours of Work in the Long Run: Trends, Explanations, Scenarios, and Implications

PART THREE: EVALUATIONS OF THE NEED FOR WORK TIME REDUCTION

3. Work Sharing, Unemployment and the Rate of Economic Growth

PART FOUR: DECISIONS CONCERNING WORK TIME

4. The Supply of Work Schedules and Employment
5. Workers and the Hours Decision

PART FIVE: EVALUATIONS OF POLICY OPTIONS

6. Unemployment Insurance, Short-time Compensation and the Workweek
7. Employment Taxes and Subsidies
8. The Overtime Pay Premium and Employment
9. Retirement Age Policy and Employment

PART SIX: CONFERENCE ADDRESSES

The National Urban Coalition. YOUTH PERSPECTIVES: EMPLOYABILITY DEVELOPMENT PROGRAMS AND THE WORLD OF WORK. Washington, D.C.: The National Urban Coalition, 1978. 24 p.

In 1978, the National Urban Coalition held four regional youth employment seminars in New York City, Mississippi, Michigan and California. Participants included young people who had experience in youth employment and training programs. The young people involved answered questionnaires, participated in small, moderated round-table discussions, and compiled a list of findings and recommendations for improving youth employment programs. Issues such as institutional barriers to youth employment, the effectiveness of youth programs, attitudes toward work, and the relationship between work programs and school were discussed.

Contents

1. Summary
2. How the Project was Conducted
3. Findings and Conclusions of the Seminars
4. NUC Recommendations
5. NUC National and Local Councils

Palmer, John L., Ed. CREATING JOBS: PUBLIC EMPLOYMENT PROGRAMS AND WAGE SUBSIDIES. Washington, D.C.: The Brookings Institution, 1978. 379 p.

The conference papers and formal discussions included in this volume examine issues concerning job creation. In the first chapter, Garfinkel and Palmer present a broad assessment of job creation policies concluding: "Current policies in the United States heavily favor public employment programs. A more balanced approach, with wage subsidies applicable to regular public as well as private employment, is likely to be more fruitful" (p. 42).

Contents

1. Issues, Evidence, and Implications
2. Inflation-Unemployment Consequences of Job Creation Policies
3. Subsidies for Jobs in the Private Sector
4. Structural Unemployment Consequences of Job Creation Policies
5. Work Relief Programs in the Great Depression
6. The Dutch Social Employment Program
7. Economic Efficiency of Public Employment Programs
8. Participation in Public Employment Programs

Reder, Melvin W. DUAL ASPECT JOBS. Special Report No. 21. Washington, D.C.: USGPO, March 1978. 70 p.

In this paper, the author proposes a new manpower policy--called dual aspect jobs (DAJ)--designed to improve the quality of job opportunities. DAJ would require special expenditures by government to enlarge the number of jobs that are more or less permanent, good paying, and offer an opportunity for promotion. In addition to outlining the details of DAJ, Reder presents important ideas concerning the potential and limitations of existing manpower policy.

Contents

1. Introduction
2. Disclaimers and Assumptions
3. Cost and Benefits of Public Service Employment
4. Subsidizing Job Creation in the Private Sector
5. Dual Aspect Jobs
6. Informational Objectives of a Pilot Study
7. Economic Fluctuations and Labor Market Opportunities
8. Disadvantaged Workers
9. Conclusion

Taggart, Robert, ed. JOB CREATION: WHAT WORKS? Salt Lake City, Utah: Olympus Publishing Company, July 1977. 156 p.

This publication contains proceedings of a conference sponsored by the School of Labor and Industrial Relations, Michigan State University, and the National Council on Employment Policy. Each paper stating various viewpoints concerning the formulation of employment policies is followed by a section of comments and discussion.

Contents

1. Tax Cuts and Employment Policy
2. Wage Subsidies for Income Maintenance and Job Creation
3. Reduced Worktime: An Alternative to High Unemployment
4. Public Works Projects in the United States
5. Job Creation Through Public Service Employment Programs
6. The Macroeconomic Setting

U. S. Commission on Civil Rights. WOMEN STILL IN POVERTY. Clearinghouse Publication 60. Washington, D.C.: USGPO, July 1979. 50 p.

This report describes the operation of some of the major institutional systems and their effects on women in poverty. Each chapter begins with a summary section.

Contents

1. Women on Welfare
2. Women and Employment
3. Child Care

Appendix A.--Unemployed Parent Provisions
Appendix B.--Letter from Arthur F. Quern
Appendix C.--Letter from William D. Dawson, Chief, AFDC Program Management Branch, Dept. of Benefit Payments, California Health and Welfare Agency
Appendix D.--Comparisons of State Need and Assistance Levels
Appendix E.--Letter from Murrell Syler, Administrative Assistant to the Mayor of Chicago

U. S. Department of Labor. EMPLOYMENT AND TRAINING REPORT OF THE PRESIDENT. Washington, D.C.: USGPO, #029-000-00359-9, 1979. 398 p.

This publication "includes the Department of Labor's annual report on employment and occupational requirements, resources, use, and training, as well as the Department of Health, Education, and Welfare's annual report on facilities utilization and employment and training program coordination" (iii). The statistical appendix "contains updated historical and projected data on the size, characteristics, and work experience of the labor force and its various components" (xii).

Contents

1. Employment and Unemployment Developments in 1978
2. Program Performance in Fiscal 1978
3. Worktime: The Traditional Workweek and its Alternatives
4. Women who Head Families: Employment Problems and Perspectives
5. Special Reports: Veterans Services in 1978
   Facilities Utilization and Employment and Training Program Coordination Under CETA
   Job Corps Expansion and Enrichment
   CETA Pilot and Demonstration Projects
6. Other Statutory Reports
7. Statistical Appendix

U. S. Department of Labor. MORE BENEFITS TO JOBLESS CAN BE ATTAINED IN PUBLIC SERVICE EMPLOYMENT. A Report to the Congress by the Comptroller General of the United States, Washington, D.C.: U. S. General Accounting Office, 1977. 99 p.

In this report, the General Accounting Office reviews the impact of public service employment programs under titles II and VI of the Comprehensive Employment and Training Act (CETA) and gives recommendations for improving the programs.

Contents

1. Introduction
2. Limited Impact of Public Service Jobs on Reducing Unemployment
3. Effect of Program on Participants
4. Community Benefits
5. Selecting Participants
6. Need for Improved Program Administration
7. Scope of Review

U. S. Department of Labor, Employment and Training Administration. ASSESSING LARGE SCALE PUBLIC JOB CREATION. R & D Monograph 67. Washington, D.C.: U. S. Government Printing Office, 1979, Stock No. 029-000-00362-9. 282 p.

This study was undertaken to explore the issue of public job creation. The major objective of this study was to identify useful public work activities and analyze their feasibility and potential for large scale expansion to create jobs for large numbers of unemployed persons. Emphasis was on the feasibility rather than the desirability of such programs. Findings and conclusions were discussed in terms of their policy implications and recommendations for possible structural and countercylical large-scale public job creation programs.

Contents

1. Overview and Summary
2. Activities Suitable for Public Job-Creation and Their Characteristics
3. Establishing Priorities Among Activity Areas
4. Estimating the Overall Employment Effect of Public Service Employment Programs
5. The Supply of Skills Available for Newly-Created Public Jobs
6. Assessing Potential Skill Imbalances
7. Administrative and Operational Issues
8. Findings, Conclusions, and Policy Recommendations

U. S. Department of Labor, Employment and Training Administration. PERSPECTIVES ON PUBLIC JOB CREATION. Edited by Dr. Florence M. Casey. R & D Monograph 52. Washington, D.C.: U. S. Government Printing Office, 1977. 154 p.

The job creation potential of a major public jobs program is explored from a diversity of viewpoints. The 12 contributing authors were encouraged to adopt a relatively free-wheeling approach to the issue to elicit the greatest possible number of ideas, but they were also asked to estimate the employment impact of different approaches to the problem of creating public jobs. The authors have identified a large number of potential targets for job creation projects in a wide range of occupations and industries.

Contents

1. Public Jobs for the Public Good
2. Estimating Public Job Creation Possibilities
3. Job Creation Projects that Meet Local, Regional, and National Needs
4. Job Creation: Identifying Appropriate Target Areas

U. S. Department of Labor and Department of Health, Education, and Welfare. WIN: 1968-1978: A REPORT AT TEN YEARS. Washington, D.C.: U. S. Government Printing Office, 1978. 72 p.

The report is divided into three parts. The first describes activities of WIN in 1978, Part II reviews the ten years, and Part III presents case histories. WIN stands for Work Incentive Programs and is designed to get recipients of AFDC (Aid to Families of Dependent Children) off welfare and into meaningful employment.

Contents

Part I: Win in Fiscal 1978
Part II: WIN: 1968-1978
Part III: From WIN to Work
Appendices
A. WIN: The Program Outline
B. WIN Chronologically

The University of Wisconsin Center for Studies in Vocational and Technical Education. VOCATIONAL EDUCATION AND TRAINING UNDER A COMPREHENSIVE MANPOWER POLICY. Proceedings of a Conference, May 13-14, 1970. Library of Congress Catalog Card No. 71-632825, Copyright, 1971. 101 p.

This publication is the proceedings of a conference concerning the relationship between vocational education and a comprehensive work force. The central issue of the conference was the implications that the recent legislative proposals would have on vocational education in the United States. Among the topics of discussion were community action programs, training for the disadvantaged and the unemployed, block grants for vocational education and decentralization to state and community levels.

Contents

Session I: Problems of Decentralization [illegible] Block Grants
Part 2: An Evaluation of the New Manpower Legislation
Part 3: Problems and Prospects of a Coordinated Working Relationship
Part 4: Absolute Poverty, Relative Poverty, and the Task of Manpower Training Problems
Part 5: Implications for Political Responsibility and Public Policy

Wool, Harold. DISCOURAGED WORKERS, POTENTIAL WORKERS, AND NATIONAL EMPLOYMENT POLICY. Special Report No. 24. Washington, D.C.: USGPO, 1978. 69 p.

In this report, Dr. Harold Wool reviews 20 years of research concerning discouraged workers. The term discouraged workers is defined as: workers who do not engage in job search although the presumption is that because of their prior attachment to the labor force, their coming of working age, or their need for wage income they want to work but fail to look for a job becuase they are "discouraged." "Including reasonable estimates of the numbers of discouraged workers points up that the universe of persons in need of manpower services is currently underestimated and that current allocations of manpower funds are insufficiently targeted on areas with high concentrations of disadvantaged jobseekers among whom a disproportionate number of discouraged workers can be found" (p. 3).

Contents

1. Introduction: Concepts of Labor Force Measurement
2. Assessing Cyclical Fluctuations in Labor Supply: Some Alternative Hypotheses
3. Findings Based on Cross-Sectional Models
4. Findings Based on Time Series Analyses
5. Assessment of Econometric Models
6. The Current Population Survey of Discouraged Workers
7. Comparisons of Econometric and Current Population Survey Findings
8. Conclusions and Policy Implications

SECTION 9:

International Manpower Policies

Dhar, Trilok N.; Ilchman, Alice Stone; and Ilchman, Warren F. EDUCATION AND EMPLOYMENT IN INDIA: THE POLICY NEXUS. Columbia, MO: South Asia Books, 1976. 137 p.

This is a study of educational expectations of college students in India. A survey of 1200 college students from nine faculties and five regions of India was made, and the appendices indicate the statistical results of the survey. The content of the book is an interesting discussion of educational expectations and work force requirements.

Contents

1. The Problem and Its Setting
2. To Assist Those With Responsibility
3. Social-Economic Characteristics of Students
4. Educational Choices of Students
5. The World of Work
6. Institutional Responsibilities
7. Elites and Non-Elites
8. Orientation of the Unemployed
9. The Policy Nexus

Mehta, M. M. HUMAN RESOURCES DEVELOPMENT PLANNING WITH SPECIAL REFERENCE TO ASIA AND THE FAR EAST. Delhi, India: MacMillan Company of India Ltd., 1976. 192 p.

The book deals with the measurement of the contribution of human resources to economic growth. Many suggestions pertain to job creation policies which may be useful in the U.S.

Contents

1. Contribution of Human Resources to Economic Growth
2. Human Resources Development Planning: Demographic Aspects
3. Human Resources Planning in Relation to Economic and Social Development
4. Objectives and Strategy of Human Resources Development Planning
5. Human Resources Planning Process: I
6. Human Resources Planning Process: II
7. Design of Human Resources Policy: I
8. Design of Human Resources Policy: II
9. Design of Human Resources Policy: III
10. Tools and Techniques of Efficient Management and Organization

National Commission for Manpower Policy. EUROPEAN LABOR MARKET POLICIES. Special Report No. 27. Washington, D.C.: USGPO, September 1978. 350 p.

This volume contains papers prepared for a conference heid in New York, July 19-21, 1978. These papers present a diversity of opinions concerning (1) macroeconomic policies, (2) private sector policies including wage subsidies and hours of work reductions, and (3) public sector policies including public employment programs. Participants included distinguished scholars and public officials from France, the United Kingdom, Sweden, Italy, the Netherlands, West Germany, Belgium, Austria, and the United States.

Contents

1. Current European Manpower Policies
2. Some Highlights of Papers From the Conference on European Manpower Policies
3. From Job Mobility to Job Preservation: The Development of Swedish Manpower Policies, 1978
4. Instability of Employment, Structural Unemployment and Some Consequences for Employment Policy
5. The Costs and Benefits of Selective Employment Measures: The British Case
6. Working Time and Unemployment
7. Selective Employment Policy in West Germany: Some Evidence of its Development and Impact
8. Selective Manpower Policies in Germany, with Special Reference to Wage-Cost Subsidies
9. Public Employment and Wage Subsidies in Western Europe and the U.S.: What We're Doing and What We Know

Organisation for Economic Co-operation and Development. EMPLOYMENT AND ENVIRONMENT. Paris, France: OECD Publications, 1978. 68 p.

This publication is the result of a conference held by a group of economic experts to discuss the employment effects of environmental policies and the possible implications of the present (1977) employment situation on these policies. Positive and negative opinions toward the influence of environmental policy on employment were expressed. It was also established that continuing analysis of the problem is needed, in particular, concerning "the short-term and long-term impact of environmental policies on employment, and the circumstances in which different effects are obtained" (p. 5).

Contents

1. Conclusions of the Special Session of the Group of Economic Experts on Employment and the Environment
2. Employment and Environment
   A. Definition of Environmental Programmes and the Employment Effects
   B. The Magnitudes Involved
   C. Some Specific Problems
   D. Summary Remarks
3. The Results and the Significance of the Employment Studies
   A. How Environmental Policy Affects Employment: Some Basic Principles
   B. What Research has Taught us About the Employment Effects of Environmental Policy
   C. The Outlines of a Responsible Position
4. Creation or Lack of New Jobs
5. Dislocation of Employment
6. Environmental Protection and the Marginal Firm

Organisation for Economic Cooperation and Development. REVIEWS OF MANPOWER AND SOCIAL POLICIES: MANPOWER POLICY IN IRELAND. Paris, France: OECD Publications, 1974. 68 p.

This publication is the fifteenth in a series of country reviews done by OECD. This report was prepared following a study in 1972 of Irish manpower policies, with an emphasis on the strategies for economic development and permanent job creation.

Contents

PART ONE: CONCLUSIONS OF THE MANPOWER AND SOCIAL AFFAIRS COMMITTEE

PART TWO: EXAMINERS' REPORT

1. Economic Background and the Role of Manpower Policy
2. Manpower Policies and the Role of the Department of Labour
3. The Administration of Regional Policy
4. The Employment Service
5. Manpower Information
6. Training and Education
7. Manpower Policy in Ireland--A Concluding Interpretation

Shaw, Robert. JOBS AND AGRICULTURAL DEVELOPMENT. Washington, D.C.: Overseas Development Council, 1970. 75 p.

This monograph concerns the problems of employment in the developing world with an emphasis on how new agricultural technology affects employment in poor nations. This report may have significance for persons involved in job creation for rural areas in Illinois.

Contents

1. Employment in the Developing Countries
2. The New High-Yielding Varieties
3. Direct Employment Effects
4. The Problem of Mechanization
5. Technology and Rural Tensions
6. The Broader Employment Implications
7. A Rural Employment Strategy

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